



BOARD OF SUPERVISORS

Vacant, 1st District
Kevin Goss, Chair 2nd District
Sharon Thrall, Vice Chair 3rd District
Lori Simpson, 4th District
Jeff Engel, 5th District

**AGENDA FOR REGULAR MEETING OF DECEMBER 17, 2019 TO BE HELD AT 11:00 A.M.
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

www.countyofplumas.com

10:00 A.M. – COMMUNITY DEVELOPMENT COMMISSION

AGENDA

The Board of Supervisors welcomes you to its meetings which are regularly held on the first three Tuesdays of each month, and your interest is encouraged and appreciated.

Any item without a specified time on the agenda may be taken up at any time and in any order. Any member of the public may contact the Clerk of the Board before the meeting to request that any item be addressed as early in the day as possible, and the Board will attempt to accommodate such requests.

Any person desiring to address the Board shall first secure permission of the presiding officer. For noticed public hearings, speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular agenda item.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

CONSENT AGENDA: These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at some time during the meeting under "Consent Agenda." If you wish to have an item removed from the Consent Agenda, you may do so by addressing the Chairperson.



REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 283-6170. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

STANDING ORDERS

11:00 A.M. **CALL TO ORDER/ROLL CALL**

PLEDGE OF ALLEGIANCE

ADDITIONS TO OR DELETIONS FROM THE AGENDA

PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

Brief announcements by, or brief reports on their activities by County Department Heads.

ACTION AGENDA

1. CONSENT AGENDA

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

A) FACILITY SERVICES

Approve and authorize the Chair to sign contract, not to exceed \$9,999, between County of Plumas and Kupers Plumbing for annual repairs and consulting, effective September 1, 2019; approved as to form by County Counsel [View Item](#)

B) PUBLIC WORKS

- 1) Approve and authorize the Chair to sign Amendment No. 13 to Agreement, not to exceed \$63,599, between County of Plumas and Stantec Consulting Services, Inc. for On-call Environmental/CEQA & NEPA Services for the "Sloat Rock Slope Protection Storm Damage Repair Project"; approved as to form by County Counsel [View Item](#)
- 2) Approve and authorize the Chair to sign Amendment No. 14 to Agreement, not to exceed \$128,502, between County of Plumas and Stantec Consulting Services, Inc. for On-call Environmental/CEQA & NEPA Services for the "Graeagle –Johnsville Road Rehabilitation Project"; approved as to form by County Counsel [View Item](#)
- 3) Approve and authorize the Chair to sign Amendment No. 15 to Agreement, not to exceed \$81,660, between County of Plumas and Stantec Consulting Services, Inc. for On-call Environmental/CEQA & NEPA Services for the "Seneca Road at Butt Reservoir Spillway Bridge Replacement Project"; approved as to form by County Counsel [View Item](#)
- 4) Approve and authorize the Chair to sign Amendment No. 16 to Agreement, not to exceed \$137,656, between County of Plumas and Stantec Consulting Services, Inc. for On-call Environmental/CEQA & NEPA Services for the "Camp Layman Road at Middle Fork of the Feather River Bridge Replacement Project"; approved as to form by County Counsel [View Item](#)

C) **HUMAN RESOURCES**

Adopt **RESOLUTION** adopting the Job Classification Plan Affected by Schedule for California Minimum Wage Rate for 2017-2023, effective January 1, 2020. **Roll call vote** [View Item](#)

SPECIAL DISTRICTS GOVERNED BY BOARD OF SUPERVISORS

The Board of Supervisors sits as the Governing Board for various special districts in Plumas County including Dixie Valley Community Services District; Walker Ranch Community Services District; Plumas County Flood Control and Water Conservation District; Quincy Lighting District; Crescent Mills Lighting District

Convene as the Walker Ranch Community Services District Governing Board

2. **WALKER RANCH COMMUNITY SERVICES DISTRICT** – Robert Perreault

Authorize reimbursement of \$531.59 to Tim and Wendy Bohl, APN 103-500-033 for water and sewer fees billed and collected in error; discussion and possible action [View Item](#)

Adjourn as the Walker Ranch Community Services District Governing Board and reconvene as the Board of Supervisors

3. **DEPARTMENTAL MATTERS**

A) **PLANNING** – Tracey Ferguson

Adopt **RESOLUTION** authorizing the filing of a fire prevention planning grant application for the California Climate Investment Fire Prevention Grants Program; this resolution is part of the application package that will be submitted to CAL FIRE; if awarded, the grant would provide financial assistance to update the County's General Plan Public Health & Safety Element. **Roll call vote** [View Item](#)

4. **BOARD OF SUPERVISORS**

- A. Presentation of *Certificate of Appreciation and Recognition* of Leah Wills thanking her for her years of service to the citizens of Plumas County
- B. Discussion and possible action regarding Prop 68 Per Capita Grant (Parks and Water Bond Act of 2018) and potential use of funding
- C. Correspondence
- D. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations
- E. Appointments

LOCAL SOLID WASTE ENFORCEMENT

Appoint Supervisor Kevin Goss (Board of Supervisors Representative), Jim Perez (Technical Expert), and Terry Swofford (Public Representative) as members to the Independent Hearing Panel for Local Solid Waste Enforcement [View Item](#)

5. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Personnel: Public employee performance evaluation – Museum Director
- B. Personnel: Public employee performance evaluation – Director of Public Works
- C. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 (Workers Compensation Case No. TIBU-600221)
- D. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 (Workers Compensation Case No. TIBS-600342)
- E. Conference with real property negotiator, Gabriel Hydrick, County Administrator regarding county facilities: Sierra House, 529 Bell Lane, Quincy, APN 117-021-000-000
- F. Conference with Legal Counsel: Pending litigation – BNSF Railway Company v. Alameda County, et al., United States District Court Northern District of California, 3:19-cv-07230-JCS pursuant to Subdivision (c) of Government Code Section 54956.9
- G. Conference with Legal Counsel: Initiating litigation pursuant to Subdivision (c) of Government Code Section 54956.9 (one case)
- H. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- I. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, January 7, 2020, Board of Supervisors Room 308, Courthouse, Quincy, California.



DEPARTMENT OF FACILITY SERVICES & AIRPORTS

198 ANDY'S WAY, QUINCY, CALIFORNIA 95971-9645
(530) 283-6299 FAX: (530) 283-6103

1A

Kevin Correira
Director

Board Meeting: December 17, 2019

To: The Honorable Board of Supervisors

From: Kevin Correira, Director

Subject: Approve and Authorize board chair to sign contract between County and John Kuipers Plumbing for annual repair and consulting not to exceed \$9,999.00

Background

John Kuiper Plumbing has done lots of work and consulting over the years for the county under a consulting agreement that was in place for several years, this agreement is no longer being honored by the county due to it's expiration and is now requiring a service agreement contract.

The contract is being presented to the board because it contains ratification language for work already performed but was denied due to agreement expiration.

Recommendation

Approve and Authorize Board Chairman to sign Contract between John Kuipers Plumbing and the county for annual repair and consulting not to exceed \$9,999.00

PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS



1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 Facsimile (530) 283-6323
Robert A. Perreault Jr., P.E., Director John Mann, P.E., Asst. Director Joe Blackwell, Deputy Director

CONSENT AGENDA REQUEST

For the December 17th, 2019 meeting of the Plumas County Board of Supervisors

Date: December 9, 2019

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in black ink that reads "Robert Perreault".

Subject: **Authorize Execution of Amendment No. 13 to Professional Services Agreement between the County of Plumas and Stantec Consulting Services, Inc. for On-call Environmental/CEQA & NEPA Services for the "Sloat Rock Slope Protection Storm Damage Repair Project" in the amount not to exceed \$63,599.00.**

Project Background:

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Sloat Rock Slope Protection Storm Damage Repair Project (project). The project site is located on Sloat Road, north of Quincy, south of State Route 70/89, and adjacent to Middle Fork of the Feather River. In February 2017, high flows in the Middle Fork of the Feather River resulted in a 60-foot section of rock-slope protection (RSP) along Sloat Road, downstream of the Sloat-Poplar Valley Road Bridge, failing due to erosion and scour. To repair this storm damage, the County proposes to excavate and replace the damaged section of RSP (60 feet long by 35 feet wide and 16 feet deep).

The County secured disaster funding through federal (Federal Emergency Management Agency [FEMA]) and state (California Governor's Office of Emergency Services [Cal OES]) sources; FEMA-4308-DR-CA and Cal OES ID: 063-00000. The technical studies completed under this task order will be reviewed and approved by the County and used to support regulatory permitting activities and provide documentation to FEMA and Cal OES that the proposed project complies with federal and state regulations.

The Scope of Work shall include four (4) Base Tasks and one (1) Optional Task as identified in the Scope of Work, which is attached hereto as Exhibit "A". The Optional Task will be undertaken upon authorization to proceed by the County.

The attached Amendment No. 13 has been approved as to form by the County Counsel's Office.

Recommendation by Public Works:

The Director of Public Works respectfully recommends that the Board of Supervisors authorize the Chair of the Board of Supervisors and the Director of Public Works to execute Amendment No. 13 to the Professional Services Agreement between the County of Plumas and Stantec Consulting Services, Inc. for On-call Environmental/CEQA & NEPA Services for the “Sloat Rock Slope Protection Storm Damage Repair Project” in the amount not to exceed \$63,599.00.

Attachment: Amendment No. 13 to the Professional Services Agreement between the County of Plumas and Stantec Services, Inc.

**AMENDMENT NO. 13
to the
PROFESSIONAL SERVICES AGREEMENT**

**On-Call Environmental/CEQA & NEPA Services
for the
Sloat Rock Slope Protection Storm Damage Repair Project**

The September 19, 2018 PROFESSIONAL SERVICES AGREEMENT, by and between the COUNTY OF PLUMAS (“County”) and Stantec Consulting Services, Inc., a California Corporation (“Consultant”), County Contract No. P.W.R.D. 19-002 is hereby amended as follows:

Project Background

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Sloat Rock Slope Protection Storm Damage Repair Project (project). The project site is located on Sloat Road, north of Quincy, south of State Route 70/89, and adjacent to Middle Fork of the Feather River. In February 2017, high flows in the Middle Fork of the Feather River resulted in a 60-foot section of rock-slope protection (RSP) along Sloat Road, downstream of the Sloat-Poplar Valley Road Bridge, failing due to erosion and scour. To repair this storm damage, the County proposes to excavate and replace the damaged section of RSP (60 feet long by 35 feet wide and 16 feet deep). Approximately 320 cubic yards of $\frac{1}{2}$ ton RSP will be used. Following repairs of the RSP, the roadway segment will be restored to its pre-disaster condition, function, and capacity. An in-stream diversion may be needed to perform bank stabilization at the toe of slope.

The County secured disaster funding through federal (Federal Emergency Management Agency [FEMA]) and state (California Governor’s Office of Emergency Services [Cal OES]) sources; FEMA-4308-DR-CA and Cal OES ID: 063-00000. The technical studies completed under this task order will be reviewed and approved by the County and used to support regulatory permitting activities and provide documentation to FEMA and Cal OES that the proposed project complies with federal and state regulations.

Scope of Work

The Scope of Work shall include four (4) Base Tasks and one (1) Optional Task as identified in the Scope of Work, which is attached hereto as Exhibit “A”. The Optional Task will be undertaken upon authorization to proceed by the County.

Compensation

Consultant shall be paid in accordance with the Fee Schedule, which is attached hereto as Exhibit “B” and incorporated herein by this reference. The cost of the four (4) Base Tasks and one (1) Optional Tasks is Sixty-Three Thousand, Five Hundred and Ninety-Nine Dollars and No Cents (\$63,599.00).

____ Consultants Initials

____ County Initials

Consultant shall submit an invoice to County no more frequently than each calendar month, and County shall issue payment to Consultant within thirty (30) days of County's receipt of an undisputed invoice. Each invoice must specify the hours worked, services purchased from sub-consultants, or other expenses incurred consistent with the Scope of Work.

Project Schedule.

The Consultant shall complete the project as specifically set forth in the Project Schedule, which is attached hereto as Exhibit "C" and incorporated herein by this reference.

Other Contract Provisions.

All other contract provisions set forth in the September 19, 2018 Professional Services Agreement first referenced above remain unchanged.

[Signatures on next page]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 13 to be executed by and through their respective authorized officers, as of the date first above written.

APPROVED AS TO SCOPE OF WORK:

Director of Public Works

Date: _____

CONTRACTOR:

Stantec Consulting Services Inc.

By: _____
Name: Timothy A. Reilly
Title: Principal
Date signed: _____

By: _____
Name: Wirt Lanning
Title: Principal
Date signed: _____

COUNTY:

County of Plumas, a political subdivision of
the State of California

By: _____
Kevin Goss, Chair
Board of Supervisors
Date signed: _____

ATTEST:

By: _____
Nancy DaForno
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

Plumas County Counsel
By:  12/3/19
Deputy County Counsel

Taxpayer ID Number – 11-2167170

Attachments: Exhibits A - Scope of Work, Exhibit B – Fee Schedule & Exhibit C – Project Schedule

PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS
Task Order 13 – Sloat Road Storm Damage Repair Project
Environmental Services Support
September 11, 2019

EXHIBIT A
Scope of Work

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Sloat Road Storm Damage Repair Project (project). The project site is located on Sloat Road, north of Quincy, south of State Route 70/89, and adjacent to Middle Fork of the Feather River. In February 2017, high flows in the Middle Fork of the Feather River resulted in a 60-foot section of rock-slope protection (RSP) along Sloat Road, downstream of the Sloat-Poplar Valley Road Bridge, failing due to erosion and scour. To repair this storm damage, the County proposes to excavate and replace the damaged section of RSP (60 feet long by 35 feet wide and 16 feet deep). Approximately 320 cubic yards of $\frac{1}{2}$ ton RSP will be used. Following repairs of the RSP, the roadway segment will be restored to its pre-disaster condition, function, and capacity. An in-stream diversion may be needed to perform bank stabilization at the toe of slope.

The County secured disaster funding through federal (Federal Emergency Management Agency [FEMA]) and state (California Governor's Office of Emergency Services [Cal OES]) sources; FEMA-4308-DR-CA and Cal OES ID: 063-00000. The technical studies completed under this task order will be reviewed and approved by the County and used to support regulatory permitting activities and provide documentation to FEMA and Cal OES that the proposed project complies with federal and state regulations. Based on a review of the project information provided by the County and follow up discussions with County staff, Stantec will complete the following tasks.

Task 1: Prepare Biological Resources Assessment

Stantec will prepare a Biological Resources Assessment report will characterize biological resources in the biological study area (BSA) and vicinity; assess project impacts on biological resources; identify general mitigation measures, if necessary; summarize the results of other biological studies; and discuss the status of any required agency consultations. Preparation of the report will entail:

- review existing biological resources information obtained during previous investigations for nearby projects, review the California Natural Diversity Database (CNDDDB) and the California Native Plant Society (CNPS) database for reported occurrences of special-status plant and animal species within the project vicinity (approximately 5 miles), and review an official plant and animal species list obtained from the U.S. Fish and Wildlife Service (USFWS);
- a reconnaissance-level field investigation, including an assessment of habitat for special-status plant and wildlife species, including nesting raptors and roosting bats (Note: protocol-level plant and wildlife surveys are excluded);
- prepare a discussion that includes a comprehensive list of all vascular plant species observed within the BSA and a figure showing location(s) and acreage(s) for any special-status plant occurrence(s);



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order #13 - Sloat Road Storm Damage Repair Project – Environmental Services Support
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- noxious and invasive weed species populations will be discussed and evaluated in the report for compliance with Federal Executive Order 13112 (Invasive Species); and
- based on project site plans and wetland impact calculations provided by the County, Stantec will evaluate temporary impacts on jurisdictional waters affected by the project and provide recommendations for avoidance, minimization, and mitigation measures.

Following the completion of the literature review and field surveys, Stantec will prepare a Biological Resources Assessment report. An internal draft will be submitted to the County for review. Once County comments are addressed, Stantec will then finalize and submit the final report to the regulatory agencies, along with the permit applications.

Deliverables: Electronic copies (Word.doc, PDF) of draft and revised draft report; up to three (3) hard copies and an electronic copy (PDF) of the final report.

Meeting(s): Not Applicable.

Task 2: Conduct Wetland Delineation

Stantec will conduct a delineation of waters of the United States, including identification of the ordinary high-water mark of Middle Fork Feather River, and prepare a report that can be submitted to the U.S. Army Corps of Engineers (Corps) for verification in support of Clean Water Act Section 404 permitting. The delineation will entail a review of aerial imagery, topographic maps, and available wetlands data for the BSA; a field survey to delineate the boundaries of waters of the United States using methods prescribed by the Corps; and preparation of a report. For the field survey, Stantec will perform a routine delineation within the BSA and acquire coordinates of wetland/other waters boundaries and other relevant features with GPS.

Maps will be prepared, utilizing geographic information systems technology, on base topographic maps of the BSA or aerial imagery provided by the County. The delineation report will contain background information, data sheets, site photographs, and a delineation map (minimum scale of 1"=200').

A draft delineation report will be submitted to the County for review and approval. The report will be prepared to support either an Approved or Preliminary Jurisdictional Determination (*Note: County and Stantec will discuss suitable approach once delineation field work has been conducted*). Following incorporation of comments provided by the County, Stantec will prepare a revised delineation report. If requested by the County, Stantec will submit the delineation report to the Corps (Sacramento District) for verification. Stantec will be available to attend a field verification visit with the Corps, as directed by the County, and prepare a final, revised wetland delineation map based on comments provided by the Corps.

Deliverables: Electronic copy (Word.doc, PDF) of draft and revised draft wetland delineation report; up to three (3) hard copies and an electronic copy (PDF) of the final wetland delineation report.

Meeting(s): Field verification visit with Corps at project site, if requested.



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

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Task 3: Habitat Assessment for Sierra Nevada Yellow-legged Frog and Biological Assessment (Optional)

A Sierra Nevada yellow-legged frog habitat assessment that consists of the following elements will be conducted:

- Analysis of all documented Sierra Nevada yellow-legged frog occurrences in the project area based on a review of the CNDDDB and communications with local resource agencies to determine known occurrences for the species within 5 miles of the BSA;
- Conduct an assessment of potential Sierra Nevada yellow-legged frog habitat within a one-mile radius of the project site (access permitting) and provide a general characterization of upland and aquatic communities within a one-mile radius of the BSA;
- Identify, characterize, map, and photograph potential Sierra Nevada yellow-legged frog habitat areas within the BSA; and
- Summarize the assessment data in a draft report (including maps and figures) and include a determination discussion of whether the project study area is located within designated critical habitat for the species. A draft copy will be provided to the County for review and comment, with a final version submitted to Caltrans.

If results of the habitat assessment determine the presence/potential for Sierra Nevada yellow-legged frog within the project area, Section 7 endangered species act (ESA) consultation will be required and a Biological Assessment (BA) will need to be prepared. Stantec will summarize the assessment data and/or any survey results in a draft BA report (including maps and figures). The BA will be focused to address potential effects on the federally listed Sierra Nevada yellow-legged frog associated with the proposed project. The BA will include the following sections: summary; introduction; environmental setting; study methods; results; anticipated adverse effects; recommendations for mitigation; and a list of references.

A draft copy of the BA will be provided to the County for review and comment. Following incorporation of comments provided by the County, Stantec will submit the BA to the Corps along with the Clean Water Act Section 404 pre-construction notification package. The Corps will serve as the federal lead agency for formal section 7 consultation with the USFWS.

Deliverables: Electronic copies (Word.doc. PDF) of the draft and revised draft Habitat Assessment and BA documents; up to five (5) copies and an electronic copy (PDF) of the final Habitat Assessment and BA documents

Meeting(s): Field visit with Corps, FEMA, USFWS, and CDFW at project site, if requested

Task 4: Conduct Cultural Resources Investigation

Stantec will conduct a cultural resources investigation for the project that complies with CEQA and Section 106 of the National Historic Preservation Act. The investigation will include the following elements:

- *Pre-Field Records Search and Research.* In order to determine presence/absence of cultural resources; presence and extent of previous investigations; and to compile historical information relevant to the proposed project, Stantec will conduct a records search of existing background and supporting materials from the California Historical Resources Information System at the Northeast Information Center at Chico State University and other historical primary source venues (e.g., archives, libraries, historical societies), as appropriate.



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

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- *Native American Outreach.* Stantec will contact the Native American Heritage Commission (NAHC) and request a search of the NAHC Sacred Lands File and a list of local Native American representatives. The purposes of the outreach will be to determine if any Native American groups or individuals have any interest in or concerns with the proposed project. Stantec will contact each individual or tribal group on the NAHC list by letter and two follow-up phone calls, if necessary.
- *Pedestrian Survey.* Stantec will complete an intensive pedestrian survey of the project's Area of Potential Effects (APE), defined by Stantec's senior archaeologist in coordination with the County, to identify any cultural resources. The survey will be conducted by walking transects spaced no greater than 5 meters apart over the entire project APE. The pedestrian survey will identify:
 - the presence/absence of cultural resources visible on the surface;
 - the present condition of the local environment;
 - environmental factors that may have affected use of the areas by prehistoric and historic occupants (e.g., elevation, food or material resources, proximity to water); and
 - environmental factors that may have limited the survival or visibility of archeological remains (e.g., erosion, modern disturbance).

A maximum of three existing sites or newly identified sites (e.g., historic buildings, linear features, lithic scatters) identified within the project APE will be updated and/or recorded in a manner consistent with the Secretary of the Interior's *Standard and Guidelines for Identification of Cultural Resources* (48 CFR 44720-23). If necessary, California Department of Parks and Recreation Series 523 forms will be prepared, along with appropriate supporting forms (e.g., archeological site record, linear feature records, site sketch map, location map).

- *Cultural Resources Investigation Report.* Upon completion of the cultural resources investigation, we will complete a Cultural Resources Investigation Report documenting the findings of the research and pedestrian survey for the project. The report will include information and follow the format described in the *Archeological Resource Management Reports: Recommended Contents and Format* (California Office of Historic Preservation 1979) and complies with the Corps *Guidelines for Compliance with Sections 106 of the National Historic Preservation Act* (March 24, 2014). This report will include succinct overviews of the project's regulatory, environmental, and cultural contexts; discuss Native American community outreach and consultation efforts; describe any cultural resources documented in the APE; and provide a National Register of Historic Places (NRHP) eligibility recommendation for each recorded site or feature. (*Note: The current proposal does not include any investigations to provide formal determinations of NRHP eligibility for any cultural resources in the project APE.*) Because of the confidential nature of cultural resources information, the report will be provided as a stand-alone report to be submitted to the County and will not be distributed to the public.

Deliverables: Electronic copy (Word.doc, PDF) of the draft and revised cultural resources report; up to three (3) hard copies and an electronic copy (PDF) of the cultural resources report.

Meeting(s): Not Applicable.

Task 5: Prepare Regulatory Permit Applications

If requested by the County, Stantec will prepare permitting packages for the County's signature and submittal. Based on existing information for the proposed project, Stantec anticipates the following permits will be required:



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order #13 - Sloat Road Storm Damage Repair Project – Environmental Services Support
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Section 404 Permit (U.S. Army Corps of Engineers)

Based on the nature of the proposed project and anticipated effects on waters of the United States, the project will likely qualify for coverage under Nationwide Permit #14 for Linear Transportation Projects. Preparation of an Individual Permit application or Letter of Permission is excluded from this scope of work. To obtain coverage under the Nationwide Permit, Stantec will prepare a pre-construction notification (PCN) and provide details on the anticipated project impacts (i.e., placement of fill) on waters of the United States, including wetlands. The County will be responsible for providing Stantec with the project detail necessary to complete the PCN (e.g., area, type, and volume of fill material). If compensatory mitigation is required for project impacts, we assume a detailed mitigation plan will not be required and that the County can achieve mitigation via payment through the Corps-approved in lieu fee program. Stantec will provide an electronic version of the PCN to the County for review and will address any comments. Once finalized, the County will submit the PCN to the Corps and will be responsible for subsequent coordination.

Section 401 Water Quality Certification (Central Valley Regional Water Quality Control Board)

In compliance with Section 401 of the Clean Water Act, Stantec will prepare an application for water quality certification from the Central Valley Regional Water Quality Control Board (RWQCB). A copy of the PCN may be attached to the application. The County will be responsible for providing Stantec with the project detail necessary to complete the application (e.g., Appendix C storm water calculator, area, type, and volume of fill material), if applicable. The County will be responsible for submitting the application to the RWQCB and payment of the application fee (made payable to the State Water Resources Control Board).

Section 1602 Streambed Alteration Agreement (California Department of Fish and Wildlife)

In compliance with Section 1602 of the California Fish and Game Code, Stantec will prepare a Notification of Streambed Alteration on behalf of the County for submittal to the CDFW. The County will be responsible for submitting the notification to the CDFW and payment of the notification fee. The County will be responsible for providing Stantec with the project detail necessary to complete the notification (e.g., area, type, and volume of fill material; area of vegetation removal).

Deliverables: Electronic copy (Word.doc, PDF) of the draft versions for each permit application identified above; Electronic copy (PDF) of the final versions of each permit application identified above.

Meeting(s): Not Applicable.



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EXHIBIT B
Fee Schedule

The estimated cost for the Scope of Work, as outlined in Exhibit A, shall be completed on a time-and-materials basis, and shall not exceed Sixty-Three Thousand Five Hundred and Ninety-Nine dollars (\$63,599.00). A line item cost breakdown showing labor hours, hourly rates, and expenses is provided in the attached cost spreadsheet. Cost by task is summarized below:

Base Tasks	Cost
Task 1: Prepare Biological Resources Assessment Report	\$9,033.00
Task 2: Conduct Wetland Delineation	\$7,768.00
Task 4: Conduct Cultural Resources Investigation	\$13,145.00
Task 5: Prepare Regulatory Permit Applications	\$12,098.00
Optional Task	
Task 3: Habitat Assessment for Sierra Nevada Yellow-legged Frog and Biological Assessment (Optional)	\$21,555.00



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order #13 - Sloat Road Storm Damage Repair Project – Environmental Services Support
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EXHIBIT C
Project Schedule

Stantec will initiate work on the tasks identified in this scope of work following notice-to-proceed and receipt of a stable project description. Field work will be dependent on weather and site conditions. We assume approximately two weeks to respond to County comments. Provided below is a tentative completion schedule to complete the initial draft documents.

Tasks	Duration to Complete Draft
Task 1: Prepare Biological Resources Assessment	9 weeks
Task 2: Conduct Wetland Delineation	8 weeks
Task 4: Conduct Cultural Resources Investigation	12 weeks
Task 5: Prepare Regulatory Permit Applications	4 weeks following completion of CEQA and Tasks 1–4
Optional Task	
Task 3: Habitat Assessment for Sierra Nevada Yellow-legged Frog and Biological Assessment (Optional)	22 weeks (including 12 weeks for Section 7 ESA consultation)



PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 Facsimile (530) 283-6323
Robert A. Perreault Jr., P.E., Director John Mannie, P.E., Asst. Director Joe Blackwell, Deputy Director



CONSENT AGENDA REQUEST

For the December 17th, 2019 meeting of the Plumas County Board of Supervisors

Date: December 9, 2019

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

Robert A. Perreault

Subject: **Authorize Execution of Amendment No. 14 to Professional Services Agreement between the County of Plumas and Stantec Consulting Services, Inc. for On-call Environmental/CEQA & NEPA Services for the “Graeagle-Johnsville Road Rehabilitation Project” in the amount not to exceed \$128,502.34.**

Project Background:

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Graeagle-Johnsville Road Rehabilitation Project. The project site is located on County Road 506 (Graeagle-Johnsville Road), between the communities of Johnsville and Mohawk; Plumas Eureka State Park is located at the western end of the project. This road provides the only vehicular access to the unincorporated communities of Plumas Eureka Estates and Johnsville, as well as the Plumas Eureka State Park. The project is located within Plumas National Forest and State Park lands. The project includes necessary repairs to the roadway between post mile (PM) 1.82 to 5.15. The project is non-capacity increasing and includes the following elements:

1. Repair slide and bank failure at PM 4.91: slide area is approximately 180 feet by 150 feet and a 3/4:1 slope along Jamison Creek, within Plumas Eureka State Park.
2. Repair culvert crossing at PM 5.12, near the State Park's museum.
3. Construct an asphalt concrete overlay of the existing pavement between PM 1.85 to 5.15.
4. Replacement of installation of new guardrails, primarily near the reversing curves between PM 1.85 and 2.85; need for new guardrail locations will be evaluated between PM 2.85 to 5.15.

The project is federally funded through the STIP Regional Improvement Program (RPSTPL), which is administered by Caltrans. The technical studies completed under this task order will be reviewed and approved by the County and Caltrans.

The Scope of Work shall include six (6) Base Tasks and two (2) Optional Tasks as identified in the Scope of Work, which is attached to the contract as Exhibit "A". The Optional Tasks will be undertaken upon authorization to proceed by the County.

The attached Amendment No. 14 has been approved as to form by the County Counsel's Office.

Recommendation by Public Works:

The Director of Public Works respectfully recommends that the Board of Supervisors authorize the Chair of the Board of Supervisors and the Director of Public Works to execute Amendment No. 14 to the Professional Services Agreement between the County of Plumas and Stantec Consulting Services, Inc. for On-call Environmental/CEQA & NEPA Services for the "Graeagle-Johnsville Road Rehabilitation Project" in the amount not to exceed \$128,502.34.

Attachment: Amendment No. 14 to the Professional Services Agreement between the County of Plumas and Stantec Services, Inc.

AMENDMENT NO. 14
to the
PROFESSIONAL SERVICES AGREEMENT

**On-Call Environmental/CEQA & NEPA Services
for the
Graeagle-Johnsville Road Rehabilitation Project**

The September 19, 2018 PROFESSIONAL SERVICES AGREEMENT, by and between the COUNTY OF PLUMAS (“County”) and Stantec Consulting Services, Inc., a California Corporation (“Consultant”), County Contract No. P.W.R.D. 19-002 is hereby amended as follows:

Project Background

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Graeagle-Johnsville Road Rehabilitation Project. The project site is located on County Road 506 (Graeagle-Johnsville Road), between the communities of Johnsville and Mohawk; Plumas Eureka State Park is located at the western end of the project. This road provides the only vehicular access to the unincorporated communities of Plumas Eureka Estates and Johnsville, as well as the Plumas Eureka State Park. The project is located within Plumas National Forest and State Park lands. The project includes necessary repairs to the roadway between post mile (PM) 1.82 to 5.15. The project is non-capacity increasing and includes the following elements:

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3. Construct an asphalt concrete overlay of the existing pavement between PM 1.85 to 5.15.
4. Replacement of installation of new guardrails, primarily near the reversing curves between PM 1.85 and 2.85; need for new guardrail locations will be evaluated between PM 2.85 to 5.15.

Staging areas include the prescriptive right-of-way and large turn-out near the slide at PM 4.91. The County will coordinate the proposed work with Plumas National Forest (PM 1.82-2.85) and State Parks (PM 2.85-5.15). The County will need to obtain formal right-of-way from Plumas National Forest and State Parks for the county road.

The project is federally funded through the STIP Regional Improvement Program (RPSTPL), which is administered by Caltrans. The technical studies completed under this task order will be reviewed and approved by the County and Caltrans.

Consultants Initials

County Initials

Scope of Work

The Scope of Work shall include six (6) Base Tasks and two (2) Optional Tasks as identified in the Scope of Work, which is attached hereto as Exhibit "A". The Optional Tasks will be undertaken upon authorization to proceed by the County.

Compensation

Consultant shall be paid in accordance with the Fee Schedule, which is attached hereto as Exhibit "B" and incorporated herein by this reference. The cost of the six (6) Base Tasks and two (2) Optional Tasks is One Hundred Twenty Eight Thousand, Five Hundred and Two Dollars and Thirty Four Cents (\$128,502.34).

Consultant shall submit an invoice to County no more frequently than each calendar month, and County shall issue payment to Consultant within thirty (30) days of County's receipt of an undisputed invoice. Each invoice must specify the hours worked, services purchased from sub-consultants, or other expenses incurred consistent with the Scope of Work.

Project Schedule.

The Consultant shall complete the project as specifically set forth in the Project Schedule, which is attached hereto as Exhibit "C" and incorporated herein by this reference.

Other Contract Provisions.

All other contract provisions set forth in the September 19, 2018 Professional Services Agreement first referenced above remain unchanged.

[Signatures on next page]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 14 to be executed by and through their respective authorized officers, as of the date first above written.

APPROVED AS TO SCOPE OF WORK:

Director of Public Works

Date: _____

CONTRACTOR:

Stantec Consulting Services Inc.

By: _____
Name: Timothy A. Reilly
Title: Principal
Date signed: _____

By: _____
Name: Wirt Lanning
Title: Principal
Date signed: _____

COUNTY:

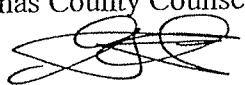
County of Plumas, a political subdivision of the State of California

By: _____
Kevin Goss, Chair
Board of Supervisors
Date signed: _____

ATTEST:

By: _____
Nancy DaForno
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

Plumas County Counsel
By:  12/3/19
Deputy County Counsel

Taxpayer ID Number – 11-2167170

Attachments: Exhibits A - Scope of Work, Exhibit B – Fee Schedule & Exhibit C – Project Schedule

**PLUMAS COUNTY PUBLIC WORKS DEPARTMENT
Graeagle-Johnsville Road Rehabilitation Project Environmental Services
Support
September 26, 2019**

**EXHIBIT A
Scope of Work**

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Graeagle-Johnsville Road Rehabilitation Project. The project site is located on County Road 506 (Graeagle-Johnsville Road), between the communities of Johnsville and Mohawk; Plumas Eureka State Park is located at the western end of the project. This road provides the only vehicular access to the unincorporated communities of Plumas Eureka Estates and Johnsville, as well as the Plumas Eureka State Park. The project is located within Plumas National Forest and State Park lands. The project includes necessary repairs to the roadway between post mile (PM) 1.82 to 5.15. The project is non-capacity increasing and includes the following elements:

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Staging areas include the prescriptive right-of-way and large turn-out near the slide at PM 4.91. The County will coordinate the proposed work with Plumas National Forest (PM 1.82-2.85) and State Parks (PM 2.85-5.15). The County will need to obtain formal right-of-way from Plumas National Forest and State Parks for the county road.

The project is federally funded through the RPSTPL, which is administered by Caltrans. The technical studies completed under this task order will be reviewed and approved by the County and Caltrans. Based on the findings presented in the signed Preliminary Environmental Studies (PES) form provided by the County, Stantec will complete the following tasks.

Task 1: Prepare Natural Environment Study Report – Minimal Impact

Stantec will prepare a Natural Environment Study – Minimal Impact (NES-MI) report in accordance with the Caltrans Standard Environmental Reference (SER) (Chapter 14) and that utilizes the current Caltrans template (<http://www.dot.ca.gov/ser/forms.htm>). The NES-MI report will characterize biological resources in the biological study area (BSA) (generally corresponds to the area of potential effects [APE]) and vicinity; assess project impacts on biological resources; identify mitigation measures, if necessary; and discuss the status of any required agency consultations. Preparation of the NES-MI report will entail:



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- Review existing biological resources information obtained during previous investigations for nearby projects, review the California Natural Diversity Database (CNDDB) and the California Native Plant Society (CNPS) database for reported occurrences of special-status plant and animal species within the project vicinity (approximately 5 miles), and review an official species lists obtained from the U.S. Fish and Wildlife Service (USFWS) and Plumas National Forest (Sensitive Species List);
- coordination with resource agencies, including the California Department of Fish and Wildlife (CDFW), Plumas National Forest, and USFWS, as necessary;
- a reconnaissance-level field investigation, including an assessment of habitat for special-status wildlife, including nesting raptors and roosting bats;
- conduct a single-visit botanical survey or habitat assessment in the spring of 2020 for special-status plant species within the BSA;
- prepare a discussion that includes a comprehensive list of all vascular plant species observed within the BSA and a figure showing location(s) and acreage(s) for any special-status plant occurrence(s);
- noxious and invasive weed species populations will be discussed and evaluated in the NES-MI to comply with Federal Executive Order 13112 (Invasive Species); and
- based on project site plans and wetland impact calculations provided by the County, Stantec will evaluate impacts on jurisdictional waters affected by the project and provide recommendations for avoidance, minimization, and mitigation measures.

Following the completion of the literature review, communications with resource agency staff (if needed), and field surveys, Stantec will prepare an NES-MI report. An internal draft NES-MI will be submitted to the County for review. Once County comments are addressed, Stantec will then submit the revised NES-MI report to Caltrans for review/approval. Stantec will address comments provided by Caltrans and submit a final NES-MI report for approval.

Deliverables: Electronic copies (Word, PDF) of the internal draft and revised draft NES-MI report; up to three (3) hard copies and an electronic copy (PDF) of the final NES-MI report

Meeting(s): Not Applicable

Task 2: Conduct Wetland Delineation

Stantec will conduct a delineation of waters of the United States, including identification of the ordinary high water mark of any streams, and prepare a report that can be submitted to the U.S. Army Corps of Engineers (Corps) for verification in support of Clean Water Act Section 404 permitting. The delineation will entail a review of aerial imagery, topographic maps, and available wetlands data for the BSA; a field survey to delineate the boundaries of waters of the United States using methods prescribed by the Corps; and preparation of a report. For the field survey, Stantec will perform a routine delineation within the BSA and acquire coordinates of wetland/other waters boundaries and other relevant features with GPS.



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Maps will be prepared, utilizing geographic information systems technology, on base topographic maps of the BSA or aerial imagery provided by the County. The delineation report will contain background information, data sheets, site photographs, and a delineation map (minimum scale of 1"=200").

A draft delineation report will be submitted to the County for review and approval. The report will be prepared to support either an Approved or Preliminary Jurisdictional Determination (*Note: County and Stantec will discuss best approach once delineation field work has been conducted*). Following incorporation of comments provided by the County, Stantec will submit the delineation report to Caltrans District 2 Local Assistance for review and approval. Following approval by Caltrans, Stantec will submit a final copy (in electronic format) to the County. If requested by the County, Stantec will submit the delineation report to Corps (Sacramento District) for verification. Stantec will be available to attend a field verification visit with the Corps, as directed by the County, and prepare a final, revised wetland delineation map based on comments provided by the Corps.

Deliverables: Electronic copies (Word, PDF) of internal draft and revised draft wetland delineation report; up to three (3) hard copies and an electronic copy (PDF) of the final wetland delineation report

Meeting(s): Field verification visit with Corps at project site, if requested

Task 3: Habitat Assessment for Sierra Nevada Yellow-legged Frog and Biological Assessment (Optional)

A Sierra Nevada yellow-legged frog habitat assessment that consists of the following elements will be conducted:

- Analysis of all documented Sierra Nevada yellow-legged frog occurrences in the project area based on a review of the CNDDB and communications with local resource agencies to determine known occurrences for the species within 5 miles of the BSA;
- Conduct an assessment of potential Sierra Nevada yellow-legged frog habitat within a one-mile radius of the BSA (access permitting) and provide a general characterization of upland and aquatic communities within a one-mile radius of the BSA;
- Identify, characterize, map, and photograph potential Sierra Nevada yellow-legged frog habitat areas within the BSA; and
- Summarize the assessment data in a draft report (including maps and figures) and determine if the BSA area is located within designated critical habitat for the species. A draft copy will be provided to the County for review and comment, with a final version submitted to Caltrans.

If results of the habitat assessment determine the presence/potential for presence of Sierra Nevada yellow-legged frog within the project area, Section 7 endangered species act (ESA) consultation will be required and a Biological Assessment (BA) will need to be prepared. Stantec will summarize the assessment data and/or any survey results in a draft BA report (including maps and figures). The BA will be focused to address potential project effects on the federally listed Sierra Nevada yellow-legged frog associated with the proposed project. The BA will include the following sections: summary; introduction; environmental setting; study methods; results; anticipated adverse effects; recommendations for mitigation; and a list of references.

A draft copy of the BA will be provided to the County for review and comment. Following incorporation of comments provided by the County, Stantec will submit the BA to Caltrans for review and approval. Stantec will address



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comments provided by Caltrans and submit a final BA to Caltrans for submittal to the USFWS. Caltrans, as designated by the Federal Highway Administration (FHWA), will serve as the federal lead agency for formal section 7 consultation with the USFWS.

Deliverables: Electronic copies (Word, PDF) of the draft and revised draft Habitat Assessment and BA documents; up to five (5) hard copies and an electronic copy (PDF) of the final Habitat Assessment and BA documents

Meeting(s): Field visit with Caltrans, USFWS, and CDFW at project site, if requested

Task 4: Prepare Archaeological Survey Report/Historic Property Survey Report

The Caltrans programmatic agreement process per the Caltrans/FHWA/SHPO MOU (amended January 2014) will be followed. Stantec will conduct an inventory of cultural resources and prepare an Archaeological Survey Report (ASR) and Historic Property Survey Report (HPSR) in Caltrans format and in compliance with Section 106 of the National Historic Preservation Act (Section 106). Stantec assumes that the County will provide a project description with a description of the vertical and horizontal APE and if available, the depth, quantity, and location of excavation. Stantec assumes that an archaeological survey permit from Plumas National Forest and State Parks (Plumas Eureka State Park) will be required to conduct the field inventory.

Records Search: In accordance with the State Historic Preservation Officer (SHPO), FHWA, and Caltrans guidance, Stantec will conduct a review of archival sources including, but not necessarily restricted to, the following:

- National Register of Historic Places
- California Register of Historical Resources
- California Inventory of Historic Resources
- California Historical Landmarks
- General Land Office plat maps, survey notes, and patents
- USGS Historical Topographic Map Collection
- The Northeast Information Center (NEIC) (California State University, Chico) of the California Historical Resources Information System
- Plumas National Forest
- State Parks

The collection of NEIC, Plumas National Forest, and State Parks data on archaeological surveys, excavations and site records, and mapped historical data for the APE may be supplemented with additional research. A Stantec archaeologist will schedule a visit to the Plumas National Forest office in Mohawk to conduct a records search. The State Parks archaeologist is located in Tahoe, but it is assumed that Stantec can coordinate a review of their records via conference calls, emails, and or mail.

In order to provide significant contextual and thematic background information archival historical research may be conducted at local historical societies and libraries. As part of the archival research, soils surveys and other geological information will be reviewed to determine the age of local landforms and the potential for naturally buried archaeological resources to occur in the project area.



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Native American and Stakeholder Consultation: Section 106 requires consultation with parties that might have an interest in or be affected in some way by a proposed federal undertaking. In California, this consultation is typically conducted with Native American groups. However, additional stakeholders such as local historical societies and other cultural organizations may be contacted as well. To satisfy the consultation provisions, Stantec will coordinate with Caltrans, Plumas National Forest, and State Parks prior to contacting the Native American Heritage Commission (NAHC) to request a search of the Sacred Lands File and a list of Native American tribal representatives from the region, including an AB 52-specific list of contacts. Stantec, as directed by Caltrans, will contact each individual/group on the Section 106 and AB 52 lists with letters and follow-up phone calls (if necessary) to solicit any information or concerns that they might have regarding the proposed project. In addition, Stantec will contact the Plumas County Historical Society for information on the APE and surrounding vicinity and ask if the Society has any concerns regarding the project and cultural resources that might be affected by construction activities.

Field Inventory: Once the APE map is approved by the County and Caltrans, an intensive archaeological inventory will be conducted utilizing pedestrian transects spaced no greater than 15 meters apart over the defined APE. In areas determined to be less sensitive (e.g., steep hillsides), transects may be spaced wider or other suitable survey methods may be employed. The field inventory will identify:

- the presence or absence of cultural resources visible on the ground surface at the project site;
- the present condition of the local environment;
- environmental factors that may have affected use of the areas by prehistoric and historic occupants (e.g., elevation, food or material resources, proximity to water); and
- environmental factors that may have limited the survival or visibility of archaeological remains (e.g., erosion, or modern disturbance).

Any newly identified archaeological sites, including linear features, encountered within the APE will be recorded in a manner consistent with the *Secretary of the Interior's Standards and Guidelines for Identification of Cultural Resources* (48CFR 44720-23). California Department of Parks and Recreation (DPR) Series 523 forms will be prepared, along with appropriate supporting forms (e.g., Archaeological Site Record, Linear Feature record, Site Sketch Map, Location Map). For the purposes of this scope of work, it is assumed that no more than two sites will need to be recorded.

Archaeological Survey Report: Results of the discovery process will be presented in the standard Caltrans Archaeological Survey Report (ASR) format. The ASR will document both positive and negative archaeological survey results (it does not evaluate sites or significance of impacts). The ASR demonstrates that a reasonable effort has been made to identify historic properties, commensurate with the scale and scope of the undertaking. Stantec will provide an administrative draft ASR for review and approval by the County, incorporate revisions, and provide the County with a draft ASR for submittal to Caltrans for review and approval. Stantec will review and respond to Caltrans comments and prepare a final ASR. If requested by Caltrans, copies of the ASR will be submitted to Plumas National Forest and State Parks for their review and input. Stantec assumes the format and content of the ASR will be sufficient to meet the needs of Plumas National Forest and State Parks and satisfy any use permit requirements.

Historic Property Survey Report: Stantec will prepare a Historic Property Survey Report (HPSR), which summarizes the findings discussed in the ASR. The HPSR is used by Caltrans to document completion of the cultural resource identification phase. Stantec will provide an administrative draft HPSR for County review and approval, incorporate revisions, and provide the County with a draft HPSR for submittal to Caltrans for review and approval. Stantec will



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review and respond to Caltrans comments and prepare a final HPSR. It is assumed that completion of a National Register eligibility evaluation or preparation of a Finding of Effects document will not be required.

Deliverables: Electronic copy (Word, PDF) of internal draft and revised draft ASR/HPSR; up to three (3) hard copies and an electronic copy (PDF) of the final ASR/HPSR
Meeting(s): Not Applicable

Task 5: Prepare Section 4(f) De Minimis Documentation

Since the project encroaches on public lands associated with the Plumas National Forest and Plumas Eureka State Park, compliance with Section 4(f) is required. It is anticipated that the project may meet the requirements for a Section 4(f) de minimis finding. De minimis impacts on publicly owned parks and recreation areas are defined as those that do not adversely affect the activities, features, or attributes of the 4(f) resource. The official(s) with jurisdiction over the property must provide written concurrence that the project will not adversely affect the activities, features, or attributes that qualify the property for protection under 4(f), and the public must be afforded the opportunity to review and comment on the effects of the project on the identified 4(f) resource(s). The Caltrans District/Region Senior Environmental Planner is authorized to approve de minimis findings.

Stantec will consult with Caltrans to determine the applicability of a de minimis finding. Stantec will draft a letter that summarizes the proposed project, describes the Section 4(f) resources within the project area, explains why the project will not adversely affect these resources, and requests written concurrence from the public land managers (i.e., Plumas National Forest and State Parks) on the de minimis finding. The draft letter will be sent to the County for review and comment. A revised draft addressing any comments from the County will be submitted to Caltrans for review and approval, with the letters being sent to Plumas National Forest and State Parks by Caltrans. Stantec will also prepare a public notice for posting at the project site and County office that includes: description of the project, purpose and need, and beneficiaries; project location; name of public agency approving the project; name of public agency implementing the project; governing statute and reason for public notice; and comment submittal period (e.g., 30-day comment period). The results of the Section 4(f) outreach will be summarized in a brief technical memorandum for submittal to the County, along with a summary of conversations and copies of written correspondence with the affected public land manager(s), and any feedback received in response to the public notice. After the County comments are addressed, Stantec will submit a draft technical memorandum for review and approval by Caltrans.

Deliverables: Electronic copy (Word, PDF) of the draft and revised draft letter and Section 4(f) memorandum; up to two (2) hard copies and an electronic copy (PDF) of the final letter and Section 4(f) memorandum
Meeting(s): Not Applicable

Task 6: Prepare Water Quality Technical Memorandum

Stantec will prepare a short water quality technical memorandum that addresses the questions included in the Scoping Questionnaire for Water Quality Issues template provided by Caltrans on their SER website. The memorandum will include project location; project description; physical setting, including geology and soils, surface waters, and groundwater; regulatory setting; project impacts on water quality; mitigation measures; and references.



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Stantec will prepare an administrative draft version of the technical memorandum for review by the County. Stantec will revise the memorandum, if needed, and will prepare a revised draft version for submittal to Caltrans. After receiving comments from Caltrans (if any), Stantec will prepare a final version of the technical memorandum for submittal to Caltrans.

Deliverables: Electronic copy (Word, PDF) of the draft and revised water quality memorandum; up to three (3) hard copies and an electronic copy (PDF) of the final water quality memorandum

Meeting(s): Not Applicable

Task 7: Prepare Regulatory Permit Applications

Stantec will prepare permitting packages for the County's signature and submittal. Based on existing information for the proposed project, Stantec anticipates the following permits will be required:

Section 404 Permit (U.S. Army Corps of Engineers)

Based on the nature of the proposed project and anticipated effects on waters of the United States, the project will likely qualify for coverage under Nationwide Permit #14 for Linear Transportation Projects. Preparation of an Individual Permit application or Letter of Permission is excluded from this scope of work. To obtain coverage under the Nationwide Permit, Stantec will prepare a pre-construction notification (PCN) and provide details on the anticipated project impacts (i.e., placement of fill) on waters of the United States, including wetlands. The County will be responsible for providing Stantec with the project detail necessary to complete the PCN (e.g., area, type, and volume of fill material). If mitigation is required for project impacts, we assume a detailed mitigation plan will not be required and that the County can achieve mitigation via payment through the Corps-approved in lieu fee program.

Stantec will provide an electronic version of the PCN to the County for review and will address any comments. Once finalized, the County will submit the PCN to the Corps and will be responsible for subsequent coordination.

Section 401 Water Quality Certification (Central Valley Regional Water Quality Control Board)

In compliance with Section 401 of the Clean Water Act, Stantec will prepare an application for water quality certification for the project to the Central Valley Regional Water Quality Control Board (RWQCB). A copy of the PCN may be attached to the application. The County will be responsible for providing Stantec with the project detail necessary to complete the application (e.g., Appendix C storm water calculator, area, type, and volume of fill material), if applicable. The County will be responsible for submitting the application to the RWQCB and payment of the application fee (made payable to the State Water Resources Control Board).



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Section 1602 Streambed Alteration Agreement (California Department of Fish and Wildlife)

In compliance with Section 1602 of the California Fish and Game Code, Stantec will prepare a Notification of Streambed Alteration on behalf of the County for submittal to the CDFW. The County will be responsible for submitting the notification to the CDFW and payment of the notification fee. The County will be responsible for providing Stantec with the project detail necessary to complete the notification (e.g., area, type, and volume of fill material; area of vegetation removal).

Deliverables: Electronic copy (Word, PDF) of the draft versions for each permit application identified above; electronic copies (PDF) of the final versions of each permit application identified above

Meeting(s): Not applicable

Task 8: Prepare CEQA/NEPA Documentation (OPTIONAL)

Based on the assumption that there are no significant, unmitigable environmental impacts or significant public controversy associated with the project, CEQA documentation will be an Initial Study (IS), and NEPA documentation will be a Categorical Exclusion (CE) supported by technical studies. CEQA approval will be in the form of a Mitigated Negative Declaration (MND), with mitigation based on the IS and technical studies identified under Tasks 1 through 4. NEPA approval will be in the form of a CE supported by technical studies.

Prepare Administrative Draft Initial Study: Stantec will prepare an Administrative Draft IS/MND using the environmental checklist form included as Appendix G of the CEQA guidelines (or another format preferred by the County). The document will be prepared in a narrative format that describes the environmental setting for the project area, summarizes the results of the technical studies (e.g., ASR/HPSR, NES-MI, wetland delineation, ISA), identifies potential impacts resulting from the proposed project, and recommends mitigation measures (as appropriate). Each issue area covered in the environmental checklist (Appendix G) will be evaluated at a suitable level of detail to address the potential impacts of the proposed project. The IS will only analyze the preferred project alternative at a full level of detail. An administrative draft IS will be submitted to the County for review.

Prepare Draft Initial Study and Notice of Intent to Adopt a Mitigated Negative Declaration: After the County completes their review of the administrative draft IS, Stantec will address comments and prepare a public draft IS. Stantec will also prepare a Notice of Intent to Adopt a Mitigated Negative Declaration (NOI). Stantec will bind this document together with the public draft IS. A screen-check copy of the IS/MND and NOI will be submitted to the County for approval prior to distribution to the public. In addition, Stantec will complete the Notice of Completion (NOC) form on behalf of the County and submit to the State Clearinghouse along with 15 copies of the IS/MND. Stantec recommends that the County provide a 30-day public comment period.

Prepare Final Initial Study/Mitigated Negative Declaration: After the close of the public comment period and assuming comments warranting substantial revision or recirculation of the IS are not received, Stantec will review the public and agency comments with the County, compile and number all substantive comments, and provide written responses for each comment provided. Note: the level of effort to respond to comments assumes up to 16 hours of technical staff time. Stantec will provide the County with a draft set of responses to comments for review and approval. The draft IS/MND will become the final IS/MND and the final written responses to comments will be included as an appendix.



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Prepare Mitigation Monitoring and Reporting Plan: Stantec will prepare a Mitigation Monitoring and Reporting Plan (MMRP) that summarizes all of the project mitigation measures, the responsible parties for implementing each measure, and the timing for each measure. The MMRP will be an appendix to the final document.

Coordinate Final CEQA and NEPA Approval: Stantec will coordinate the final stages of the CEQA process with the County. CEQA approval, via adoption of a MND, would be obtained at a County Board of Supervisors' meeting. Stantec will prepare the Notice of Determination. It is assumed that Stantec's attendance at the Board of Supervisors' meeting will not be required. Stantec will also complete the Categorical Exclusion Determination Form, including a summary of environmental commitments (ECR), and submit to Caltrans for approval of the NEPA CE.

Deliverables: Electronic copy (Word, PDF) of the administrative draft IS/MND, public draft IS/MND, NOI, MMRP, and NOC; Up to thirty (30) bound copies of public draft IS/MND, NOI, and MMRP; up to fifteen (15) bound copies of final IS/MND (responses to comments) and MMRP; NOD and ECR in electronic form (PDF)

Meeting(s): Not applicable



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EXHIBIT B
Fee Schedule

The estimated cost for the Scope of Work, as outlined in Exhibit A, shall be completed on a time-and-materials basis, and shall not exceed One Hundred Twenty Eight Thousand Five Hundred Two Dollars and Thirty Four Cents (\$128,502.34). A line item cost breakdown showing labor hours, hourly rates, and expenses is provided in the attached cost spreadsheet in Caltrans Exhibit 10-H1 format. Cost by task is summarized below:

Base Tasks	Cost
Task 1: Prepare Natural Environment Study Report -- Minimal Impact	\$16,975.13
Task 2: Conduct Wetland Delineation	\$12,349.77
Task 4: Prepare Archaeological Survey Report/Historic Property Survey Report	\$22,266.24
Task 5: Prepare Section 4(f) De Minimis Documentation	\$10,926.65
Task 6: Prepare Water Quality Technical Memorandum	\$6,815.33
Task 7: Prepare Regulatory Permit Applications	\$15,559.26
Optional Tasks	Cost
Task 3: Habitat Assessment for Sierra Nevada Yellow-Legged Frog and Biological Assessment	\$20,990.80
Task 8: Prepare CEQA/NEPA Documentation	\$22,619.16



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 14: Graeagle-Johnsville Road Rehabilitation Project – Environmental Services Support
September 26, 2019

EXHIBIT C
Project Schedule

Stantec will initiate work on the tasks identified in this scope of work following notice-to-proceed and receipt of a stable project description. Field work will be dependent on weather and site conditions. We assume approximately two weeks to respond to County comments and 2–4 weeks to respond to Caltrans comments; Caltrans' review periods may range from 20–60 days depending upon staff commitments. Provided below is a tentative completion schedules to complete the initial draft documents.

Base Tasks	Duration to Complete Draft
Task 1: Prepare Natural Environment Study Report – Minimal Impact	12 weeks
Task 2: Conduct Wetland Delineation	10 weeks
Task 4: Prepare Archaeological Survey Report/Historic Property Survey Report	14 weeks
Task 5: Prepare Section 4(f) De Minimis Documentation	12 weeks
Task 6: Prepare Water Quality Technical Memorandum	8 weeks
Task 7: Prepare Regulatory Permit Applications	4 weeks following completion of CEQA documentation
Optional Tasks	Duration to Complete Draft
Task 3: Habitat Assessment for Sierra Nevada Yellow-Legged Frog and Biological Assessment	22 weeks (including 12 weeks for Section 7 ESA consultation)
Task 8: Prepare CEQA/NEPA Documents	12 weeks following completion of technical studies



PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 Facsimile (530) 283-6323

Robert A. Perreault Jr., P.E., Director John Mannle, P.E., Asst. Director Joe Blackwell, Deputy Director



CONSENT AGENDA REQUEST

For the December 17th, 2019 meeting of the Plumas County Board of Supervisors

Date: December 9, 2019

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in black ink that reads "Robert Perreault".

Subject: **Authorize Execution of Amendment No. 15 to the Professional Services Agreement between the County of Plumas and Stantec Consulting Services, Inc. for On-call Environmental/CEQA & NEPA Services for the "Seneca Road at Butt Reservoir Spillway Bridge Replacement Project" in the amount not to exceed \$81,660.11.**

Project Background:

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Seneca Road at Butt Reservoir Spillway Bridge (#9C-0061) Replacement Project. The project site is located on County Road 306 (Seneca Road), directly south of PG&E's Butt Reservoir. The County proposes to replace the existing riveted pony truss with a single-span, cast-in-place, pre-stressed concrete slab on reinforced concrete abutments constructed immediately adjacent to the spillway walls. The new bridge will be constructed in stages to maintain at least one lane open to traffic through construction; the first stage will be constructed upstream of the existing truss. The proposed bridge will have a minimum clear width of 24 feet and minimum overall width of 26 feet, the span length will remain 57 feet. The project is located entirely on land owned by PG&E.

The project is federally funded through the Highway Bridge Program (HBP), which is administered by Caltrans. The technical studies completed under this task order will be reviewed and approved by the County and Caltrans.

The Scope of Work shall include two (2) Base Tasks and three (3) Optional Tasks as identified in the Scope of Work, which is attached to the contract as Exhibit "A". The Optional Tasks will be undertaken upon authorization to proceed by the County.

The attached Amendment No. 15 has been approved as to form by the County Counsel's Office.

Recommendation by Public Works:

The Director of Public Works respectfully recommends that the Board of Supervisors authorize the Chair of the Board of Supervisors and the Director of Public Works to execute Amendment No. 15 to the Professional Services Agreement between the County of Plumas and Stantec Consulting Services, Inc. for On-call Environmental/CEQA & NEPA Services for the “Seneca Road at Butt Reservoir Spillway Bridge Replacement Project” in the amount not to exceed \$81,660.11.

Attachment: Amendment No. 15 to the Professional Services Agreement between the County of Plumas and Stantec Services, Inc.

**AMENDMENT NO. 15
to the
PROFESSIONAL SERVICES AGREEMENT**

**On-Call Environmental/CEQA & NEPA Services
for the
Seneca Road at Butt Reservoir Spillway Bridge Replacement Project**

The September 19, 2018 PROFESSIONAL SERVICES AGREEMENT, by and between the COUNTY OF PLUMAS ("County") and Stantec Consulting Services, Inc., a California Corporation ("Consultant"), County Contract No. P.W.R.D. 19-002 is hereby amended as follows:

Project Background

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Seneca Road at Butt Reservoir Spillway Bridge (#9C-0061) Replacement Project. The project site is located on County Road 306 (Seneca Road), directly south of PG&E's Butt Reservoir. The County proposes to replace the existing riveted pony truss with a single-span, cast-in-place, pre-stressed concrete slab on reinforced concrete abutments constructed immediately adjacent to the spillway walls. The new bridge will be constructed in stages to maintain at least one lane open to traffic through construction; the first stage will be constructed upstream of the existing truss. The proposed bridge will have a minimum clear width of 24 feet and minimum overall width of 26 feet, the span length will remain 57 feet. The project is located entirely on land owned by PG&E.

The project is federally funded through the Highway Bridge Program (HBP), which is administered by Caltrans. The technical studies completed under this task order will be reviewed and approved by the County and Caltrans.

Scope of Work

The Scope of Work shall include two (2) Base Tasks and three (3) Optional Tasks as identified in the Scope of Work, which is attached hereto as Exhibit "A". The Optional Task will be undertaken upon authorization to proceed by the County.

Compensation

Consultant shall be paid in accordance with the Fee Schedule, which is attached hereto as Exhibit "B" and incorporated herein by this reference. The cost of the two (2) Base Tasks and three (3) Optional Tasks is Eighty One Thousand, Six Hundred and Sixty Dollars and Eleven Cents (\$81,660.11).

____ Consultants Initials

____ County Initials

Consultant shall submit an invoice to County no more frequently than each calendar month, and County shall issue payment to Consultant within thirty (30) days of County's receipt of an undisputed invoice. Each invoice must specify the hours worked, services purchased from sub-consultants, or other expenses incurred consistent with the Scope of Work.

Project Schedule.

The Consultant shall complete the project as specifically set forth in the Project Schedule, which is attached hereto as Exhibit "C" and incorporated herein by this reference.

Other Contract Provisions.

All other contract provisions set forth in the September 19, 2018 Professional Services Agreement first referenced above remain unchanged.

[Signatures on next page]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 15 to be executed by and through their respective authorized officers, as of the date first above written.

APPROVED AS TO SCOPE OF WORK:

Director of Public Works

Date: _____

CONTRACTOR:

Stantec Consulting Services Inc.

By: _____
Name: Timothy A. Reilly
Title: Principal
Date signed: _____

By: _____
Name: Wirt Lanning
Title: Principal
Date signed: _____

COUNTY:

County of Plumas, a political subdivision of
the State of California

By: _____
Kevin Goss, Chair
Board of Supervisors
Date signed: _____

ATTEST:

By: _____
Nancy DaForno
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

Plumas County Counsel

By:  12/3/19
Deputy County Counsel

Taxpayer ID Number – 11-2167170

Attachments: Exhibits A - Scope of Work, Exhibit B – Fee Schedule & Exhibit C – Project Schedule

PLUMAS COUNTY PUBLIC WORKS DEPARTMENT
Task Order 15: Seneca Road at Butt Reservoir Spillway Bridge
Replacement Project Environmental Services Support
September 25, 2019

EXHIBIT A
Scope of Work

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Seneca Road at Butt Reservoir Spillway Bridge (#9C-0061) Replacement Project. The project site is located on County Road 306 (Seneca Road), directly south of PG&E's Butt Reservoir. The County proposes to replace the existing riveted pony truss with a single-span, cast-in-place, pre-stressed concrete slab on reinforced concrete abutments constructed immediately adjacent to the spillway walls. The new bridge will be constructed in stages to maintain at least one lane open to traffic through construction; the first stage will be constructed upstream of the existing truss. The proposed bridge will have a minimum clear width of 24 feet and minimum overall width of 26 feet, the span length will remain 57 feet. The project is located entirely on land owned by PG&E.

The project is federally funded through the Highway Bridge Program (HBP), which is administered by Caltrans. The technical studies completed under this task order will be reviewed and approved by the County and Caltrans. Based on the findings presented in the signed Preliminary Environmental Studies (PES) form provided by the County, Stantec will complete the following tasks.

Task 1: Prepare Natural Environment Study Report – Minimal Impact

Stantec will prepare a Natural Environment Study – Minimal Impact (NES-MI) report in accordance with the Caltrans Standard Environmental Reference (SER) (Chapter 14) and that utilizes the current Caltrans template (<http://www.dot.ca.gov/ser/forms.htm>). The NES-MI report will characterize biological resources in the biological study area (BSA) (generally corresponds to the area of potential effects [APE]) and vicinity; assess project impacts on biological resources; identify mitigation measures, if necessary; and discuss the status of any required agency consultations. Preparation of the NES-MI report will entail:

- Review existing biological resources information obtained during previous investigations for nearby projects, review the California Natural Diversity Database (CNDDB) and the California Native Plant Society (CNPS) database for reported occurrences of special-status plant and animal species within the project vicinity (approximately 5 miles), and review an official species list obtained from the U.S. Fish and Wildlife Service (USFWS);
- a reconnaissance-level field investigation, including an assessment of habitat for special-status wildlife, including nesting raptors and roosting bats;
- conduct a single-visit botanical survey or habitat assessment in the spring of 2020 for special-status plant species within the BSA;



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 13: Seneca Road at Butt Reservoir Spillway Bridge Replacement Project – Environmental Services Support
September 25, 2019

- prepare a discussion that includes a comprehensive list of all vascular plant species observed within the BSA and a figure showing location(s) and acreage(s) for any special-status plant occurrence(s);
- noxious and invasive weed species populations will be discussed and evaluated in the NES-MI to comply with Federal Executive Order 13112 (Invasive Species); and
- based on project site plans and wetland impact calculations provided by the County, Stantec will evaluate impacts on jurisdictional waters affected by the project and provide recommendations for avoidance, minimization, and mitigation measures.

Following the completion of the literature review, communications with resource agency staff (if needed), and field surveys, Stantec will prepare an NES-MI report. An internal draft NES-MI will be submitted to the County for review. Once County comments are addressed, Stantec will then submit the revised NES-MI report to Caltrans for review/approval. Stantec will address comments provided by Caltrans and submit a final NES-MI report for approval.

Deliverables: Electronic copies (Word, PDF) of the internal draft and revised draft NES-MI report; up to three (3) hard copies and an electronic copy (PDF) of the final NES-MI report

Meeting(s): Not Applicable

Task 2: Conduct Wetland Delineation (Optional)

Stantec will conduct a delineation of waters of the United States, including identification of the ordinary high water mark of Butt Creek, and prepare a report that can be submitted to the U.S. Army Corps of Engineers (Corps) for verification in support of Clean Water Act Section 404 permitting. The delineation will entail a review of aerial imagery, topographic maps, and available wetlands data for the BSA; a field survey to delineate the boundaries of waters of the United States using methods prescribed by the Corps; and preparation of a report. For the field survey, Stantec will perform a routine delineation within the BSA and acquire coordinates of wetland/other waters boundaries and other relevant features with GPS.

Maps will be prepared, utilizing geographic information systems technology, on base topographic maps of the BSA or aerial imagery provided by the County. The delineation report will contain background information, data sheets, site photographs, and a delineation map (minimum scale of 1"=200').

A draft delineation report will be submitted to the County for review and approval. The report will be prepared to support either an Approved or Preliminary Jurisdictional Determination (*Note: County and Stantec will discuss best approach once delineation field work has been conducted*). Following incorporation of comments provided by the County, Stantec will submit the delineation report to Caltrans District 2 Local Assistance for review and approval. Following approval by Caltrans, Stantec will submit a final copy (in electronic format) to the County. If requested by the County, Stantec will submit the delineation report to Corps (Sacramento District) for verification. Stantec will be available to attend a field verification visit with the Corps, as directed by the County, and prepare a final, revised wetland delineation map based on comments provided by the Corps.



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 15: Seneca Road at Butt Reservoir Spillway Bridge Replacement Project – Environmental Services
Support September 25, 2019

Deliverables: Electronic copies (Word, PDF) of internal draft and revised draft wetland delineation report; up to three (3) hard copies and an electronic copy (PDF) of the final wetland delineation report

Meeting(s): Field verification visit with Corps at project site, if requested

Task 3: Prepare Archaeological Survey Report/Historic Property Survey Report

The Caltrans programmatic agreement process per the Caltrans/FHWA/SHPO MOU (amended January 2014) will be followed. Stantec will conduct an inventory of cultural resources and prepare an Archaeological Survey Report (ASR) and Historic Property Survey Report (HPSR) in Caltrans format and in compliance with Section 106 of the National Historic Preservation Act (Section 106). Stantec assumes that the County will provide a project description with a description of the vertical and horizontal APE and if available, the depth, quantity, and location of excavation. Stantec assumes that an archaeological survey permit from Plumas National Forest will not be required to conduct the field inventory.

Records Search: In accordance with the State Historic Preservation Officer (SHPO), FHWA, and Caltrans guidance, Stantec will conduct a review of archival sources including, but not necessarily restricted to, the following:

- National Register of Historic Places
- California Register of Historical Resources
- California Inventory of Historic Resources
- California Historical Landmarks
- General Land Office plat maps, survey notes, and patents
- USGS Historical Topographic Map Collection
- The Northeast Information Center (NEIC) (California State University, Chico) of the California Historical Resources Information System

The collection of NEIC data on archaeological surveys, excavations and site records, and mapped historical data for the APE may be supplemented with additional research. In order to provide significant contextual and thematic background information archival historical research may be conducted at local historical societies and libraries. As part of the archival research, soils surveys and other geological information will be reviewed to determine the age of local landforms and the potential for naturally buried archaeological resources to occur in the project area.

Native American and Stakeholder Consultation: Section 106 requires consultation with parties that might have an interest in or be affected in some way by a proposed federal undertaking. In California, this consultation is typically conducted with Native American groups. However, additional stakeholders such as local historical societies and other cultural organizations may be contacted as well. To satisfy the consultation provisions, Stantec will contact the Native American Heritage Commission to request a search of the Sacred Lands File and a list of Native American tribal representatives from the region, including an AB 52-specific list of contacts. Stantec will contact each individual/group on the Section 106 and AB-52 lists with letters and follow-up phone calls (if necessary) to solicit any information or concerns that they might have regarding the proposed project. In addition, Stantec will contact the Plumas County Historical Society for information on the APE and surrounding vicinity and ask if the Society has any concerns regarding the project and cultural resources that might be affected by construction activities.



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 15: Seneca Road at Butt Reservoir Spillway Bridge Replacement Project – Environmental Services Support
September 25, 2019

Field Inventory: Once the APE map is approved by the County and Caltrans, an intensive archaeological inventory will be conducted utilizing pedestrian transects spaced no greater than 15 meters apart over the defined APE. In areas determined to be less sensitive (e.g., steep hillsides), transects may be spaced wider or other suitable survey methods may be employed. The field inventory will identify:

- the presence or absence of cultural resources visible on the ground surface at the project site;
- the present condition of the local environment;
- environmental factors that may have affected use of the areas by prehistoric and historic occupants (e.g., elevation, food or material resources, proximity to water); and
- environmental factors that may have limited the survival or visibility of archaeological remains (e.g., erosion, or modern disturbance).

Any newly identified archaeological sites, including linear features, encountered within the APE will be recorded in a manner consistent with the *Secretary of the Interior's Standards and Guidelines for Identification of Cultural Resources* (48CFR 44720-23). California Department of Parks and Recreation (DPR) Series 523 forms will be prepared, along with appropriate supporting forms (e.g., Archaeological Site Record, Linear Feature record, Site Sketch Map, Location Map). For the purposes of this scope of work, it is assumed that no more than two sites will need to be recorded.

Archaeological Survey Report: Results of the discovery process will be presented in the standard Caltrans Archaeological Survey Report (ASR) format. The ASR will document both positive and negative archaeological survey results (it does not evaluate sites or significance of impacts). The ASR demonstrates that a reasonable effort has been made to identify historic properties, commensurate with the scale and scope of the undertaking. Stantec will provide an administrative draft ASR for review and approval by the County, incorporate revisions, and provide the County with a draft ASR for submittal to Caltrans for review and approval. Stantec will review and respond to Caltrans comments and prepare a final ASR.

Historic Property Survey Report: Stantec will prepare a Historic Property Survey Report (HPSR), which summarizes the findings discussed in the ASR. The HPSR is used by Caltrans to document completion of the cultural resource identification phase. Stantec will provide an administrative draft HPSR for County review and approval, incorporate revisions, and provide the County with a draft HPSR for submittal to Caltrans for review and approval. Stantec will review and respond to Caltrans comments and prepare a final HPSR. It is assumed that completion of a National Register eligibility evaluation or preparation of a Finding of Effects document will not be required.

Deliverables: Electronic copy (Word, PDF) of internal draft and revised draft ASR/HPSR; up to three (3) hard copies and an electronic copy (PDF) of the final ASR/HPSR

Meeting(s): Not Applicable



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 15: Seneca Road at Butt Reservoir Spillway Bridge Replacement Project – Environmental Services Support
September 25, 2019

Task 4: Prepare Regulatory Permit Applications (Optional)

Stantec will prepare permitting packages for the County's signature and submittal. Based on existing information for the proposed project, Stantec anticipates the following permits will be required:

Section 404 Permit (U.S. Army Corps of Engineers)

Based on the nature of the proposed project and anticipated effects on waters of the United States, the project will likely qualify for coverage under Nationwide Permit #14 for Linear Transportation Projects. Preparation of an Individual Permit application or Letter of Permission is excluded from this scope of work. To obtain coverage under the Nationwide Permit, Stantec will prepare a pre-construction notification (PCN) and provide details on the anticipated project impacts (i.e., placement of fill) on waters of the United States, including wetlands. The County will be responsible for providing Stantec with the project detail necessary to complete the PCN (e.g., area, type, and volume of fill material). If mitigation is required for project impacts, we assume a detailed mitigation plan will not be required and that the County can achieve mitigation via payment through the Corps-approved in-lieu fee program.

Stantec will provide an electronic version of the PCN to the County for review and will address any comments. Once finalized, the County will submit the PCN to the Corps and will be responsible for subsequent coordination.

Section 401 Water Quality Certification (Central Valley Regional Water Quality Control Board)

In compliance with Section 401 of the Clean Water Act, Stantec will prepare an application for water quality certification for the project to the Central Valley Regional Water Quality Control Board (RWQCB). A copy of the PCN may be attached to the application. The County will be responsible for providing Stantec with the project detail necessary to complete the application (e.g., Appendix C storm water calculator, area, type, and volume of fill material), if applicable. The County will be responsible for submitting the application to the RWQCB and payment of the application fee (made payable to the State Water Resources Control Board).

Section 1602 Streambed Alteration Agreement (California Department of Fish and Wildlife)

In compliance with Section 1602 of the California Fish and Game Code, Stantec will prepare a Notification of Streambed Alteration on behalf of the County for submittal to the CDFW. The County will be responsible for submitting the notification to the CDFW and payment of the notification fee. The County will be responsible for providing Stantec with the project detail necessary to complete the notification (e.g., area, type, and volume of fill material; area of vegetation removal).

Deliverables: Electronic copy (Word, PDF) of the draft versions for each permit application identified above; Electronic copies (PDF) of the final versions of each permit application identified above.

Meeting(s): Not applicable



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 15: Seneca Road at Butt Reservoir Spillway Bridge Replacement Project – Environmental Services Support
September 25, 2019

Task 5: Prepare CEQA/NEPA Documentation (OPTIONAL)

Based on the assumption that there are no significant, unmitigable environmental impacts or significant public controversy associated with the project, CEQA documentation will be an Initial Study (IS), and NEPA documentation will be a Categorical Exclusion (CE) supported by technical studies. CEQA approval will be in the form of a Mitigated Negative Declaration (MND), with mitigation based on the IS and technical studies identified under Tasks 1 through 4. NEPA approval will be in the form of a CE supported by technical studies.

Prepare Administrative Draft Initial Study: Stantec will prepare an Administrative Draft IS/MND using the environmental checklist form included as Appendix G of the CEQA guidelines (or another format preferred by the County). The document will be prepared in a narrative format that describes the environmental setting for the study area, summarizes the results of the technical studies (e.g., ASR/HPSR, NES-MI, wetland delineation, ISA), identifies potential impacts resulting from the proposed project, and recommends mitigation measures (as appropriate). Each issue area covered in the environmental checklist (Appendix G) will be evaluated at a suitable level of detail to address the potential impacts of the proposed project. The IS will only analyze the preferred project alternative at a full level of detail. An administrative draft IS will be submitted to the County for review.

Prepare Draft Initial Study and Notice of Intent to Adopt a Mitigated Negative Declaration: After the County completes their review of the Administrative Draft IS, Stantec will address comments and prepare a Public Draft IS. Stantec will also prepare a Notice of Intent to Adopt a Mitigated Negative Declaration (NOI). Stantec will bind this document together with the Public Draft IS. A screen-check copy of the IS/MND and NOI will be submitted to the County for approval prior to distribution to the public. In addition, Stantec will complete the Notice of Completion (NOC) form on behalf of the County and submit to the State Clearinghouse along with 15 copies of the IS/MND. Stantec recommends that the County provide a 30-day public comment period.

Prepare Final Initial Study/Mitigated Negative Declaration: After the close of the public comment period and assuming comments warranting substantial revision or recirculation of the IS are not received, Stantec will review the public and agency comments with the County, compile and number all substantive comments, and provide written responses for each comment provided. Note: the level of effort to respond to comments assumes up to 16 hours of technical staff time. Stantec will provide the County with a draft set of responses to comments for review and approval. The draft IS/MND will become the final IS/MND and the final written responses to comments will be included as an appendix.

Prepare Mitigation Monitoring and Reporting Plan: Stantec will prepare a Mitigation Monitoring and Reporting Plan (MMRP) that summarizes all of the project mitigation measures, the responsible parties for implementing each measure, and the timing for each measure. The MMRP will be an appendix to the final document.

Coordinate Final CEQA and NEPA Approval: Stantec will coordinate the final stages of the CEQA process with the County. CEQA approval, via adoption of a MND, would be obtained at a County Board of Supervisors' meeting. Stantec will prepare the Notice of Determination. It is assumed that Stantec's attendance at the Board of Supervisors' meeting will not be required. Stantec will also complete the Categorical Exclusion Determination Form, including a summary of environmental commitments (ECR), and submit to Caltrans for approval of the NEPA CE.

Deliverables: Electronic copy (Word, PDF) of the administrative draft IS/MND, public draft IS/MND, NOI, MMRP, and NOC; Up to thirty (30) bound copies of public draft



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 15: Seneca Road at Butt Reservoir Spillway Bridge Replacement Project – Environmental Services Support September 25, 2019

IS/MND, NOI, and MMRP; up to fifteen (15) bound copies of final IS/MND
(responses to comments) and MMRP; NOD and ECR in electronic form (PDF)

Meeting(s): Not applicable



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 15: Seneca Road at Butt Reservoir Spillway Bridge Replacement Project – Environmental Services Support
September 25, 2019

EXHIBIT B
Fee Schedule

The Scope of Work, as outlined in Exhibit A, will be completed on a time-and-materials basis, and will not exceed Eighty One Thousand Six Hundred Sixty Dollars and Eleven Cents (\$81,660.11). Estimated cost by task is summarized below:

Base Tasks	Estimated Cost
Task 1: Prepare Natural Environment Study Report – Minimal Impact	\$14,332.18
Task 3: Prepare Archaeological Survey Report/Historic Property Survey Report	\$19,971.23
Optional Tasks	Estimated Cost
Task 2: Conduct Wetland Delineation	\$9,451.78
Task 4: Prepare Regulatory Permit Applications	\$15,584.69
Task 5: Prepare CEQA/NEPA Documentation	\$22,320.23



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 15: Seneca Road at Butt Reservoir Spillway Bridge Replacement Project – Environmental Services
Support September 25, 2019

EXHIBIT C
Project Schedule

Stantec will initiate work on the tasks identified in this scope of work following notice-to-proceed and receipt of a stable project description. Field work will be dependent on weather and site conditions. We assume approximately two weeks to respond to County comments and 2–4 weeks to respond to Caltrans comments; Caltrans' review periods are estimated to range from 20–60 days depending on staff commitments. Provided below is a tentative completion schedules to complete the initial draft documents.

Base Tasks	Duration to Complete Draft
Task 1: Prepare Natural Environment Study Report – Minimal Impact	10 weeks
Task 3: Prepare Archaeological Survey Report/Historic Property Survey Report	12 weeks
Optional Tasks	
Task 2: Conduct Wetland Delineation (Optional)	8 weeks
Task 4: Prepare Regulatory Permit Applications	4 weeks following completion of CEQA documentation
Task 5: Prepare CEQA/NEPA Documents	12 weeks following completion of technical studies



PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 Facsimile (530) 283-6323

Robert A. Perreault Jr., P.E., Director John Mannle, P.E., Asst. Director Joe Blackwell, Deputy Director



CONSENT AGENDA REQUEST

For the December 17th, 2019 meeting of the Plumas County Board of Supervisors

Date: December 9, 2019

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature of Robert A. Perreault in black ink.

Subject: **Authorize Execution of Amendment No. 16 to Professional Services Agreement for “On-call Environmental/CEQA & NEPA Services” for the “Camp Layman Road at Middle Fork of the Feather River Bridge Replacement Project” in the amount of \$137,656.37**

Project Background:

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Camp Layman Road at Middle Fork Feather River Bridge (#9C-0095) Replacement Project. The project site is located on County Road 515 (Camp Layman Road), south of the community of Sloat; Plumas Eureka State Park is located to the south. This road provides the only vehicular access to 10,000 acres of private and federal forest lands. The project is located entirely on the Plumas National Forest.

The existing structure is a single-lane, four-span wood deck with steel beams bridge that California Department of Transportation (Caltrans) has deemed functionally obsolete. The County proposes to replace or rehabilitate the old bridge depending on the structural integrity of the existing pier abutments. If determined to be structurally sound, the project would be considered a rehabilitation of the existing bridge as opposed to a complete replacement.

A temporary access road/river crossing will need to be constructed from the existing west abutment down to the river bed during the summer low flow period; a temporary bridge to span the river will be used. Coordination with the California Public Utilities Commission (CPUC) will be required given the proximity to the Union Pacific Railroad. The County will need to obtain a formal easement from Plumas National Forest for the county road and bridge and a Special Use Permit may be required to accommodate construction activities and staging.

The project is federally funded through the Highway Bridge Program (HBP), which is administered by Caltrans. The technical studies completed under this task order will be reviewed and approved by the County and Caltrans.

The Scope of Work shall include seven (7) Base Tasks and two (2) Optional Tasks as identified in the Scope of Work, which is attached to the contract as Exhibit "A". The Optional Tasks will be undertaken upon authorization to proceed by the County.

The attached Amendment No. 16 has been approved as to form by the County Counsel's Office.

Recommendation by Public Works:

The Director of Public Works respectfully recommends that the Board of Supervisors authorize the Chair of the Board of Supervisors and the Director of Public Works to execute Amendment No. 16 to the Professional Services Agreement between the County of Plumas and Stantec Consulting Services, Inc. for On-call Environmental/CEQA & NEPA Services for the "Camp Layman Road over the Middle Fork of the Feather River Bridge Replacement Project" in the amount not to exceed \$137,656.37

AMENDMENT NO. 16
to the
PROFESSIONAL SERVICES AGREEMENT

**On-Call Environmental/CEQA & NEPA Services
for the
Camp Layman Road at Middle Fork Feather River Bridge Replacement Project**

The September 19, 2018 PROFESSIONAL SERVICES AGREEMENT, by and between the COUNTY OF PLUMAS (“County”) and Stantec Consulting Services, Inc., a California Corporation (“Consultant”), County Contract No. P.W.R.D. 19-002 is hereby amended as follows:

Project Background

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Camp Layman Road at Middle Fork Feather River Bridge (#9C-0095) Replacement Project. The project site is located on County Road 515 (Camp Layman Road), south of the community of Sloat; Plumas Eureka State Park is located to the south. This road provides the only vehicular access to 10,000 acres of private and federal forest lands. The project is located entirely on the Plumas National Forest.

The existing structure is a single-lane, four-span wood deck with steel beams bridge that California Department of Transportation (Caltrans) has deemed functionally obsolete. The County proposes to replace or rehabilitate the old bridge depending on the structural integrity of the existing pier abutments. If determined to be structurally sound, the project would be considered a rehabilitation of the existing bridge as opposed to a complete replacement.

A temporary access road/river crossing will need to be constructed from the existing west abutment down to the river bed during the summer low flow period; a temporary bridge to span the river will be used. Coordination with the California Public Utilities Commission (CPUC) will be required given the proximity to the Union Pacific Railroad. The County will need to obtain a formal easement from Plumas National Forest for the county road and bridge and a Special Use Permit may be required to accommodate construction activities and staging.

The project is federally funded through the Highway Bridge Program (HBP), which is administered by Caltrans. The technical studies completed under this task order will be reviewed and approved by the County and Caltrans.

Scope of Work

The Scope of Work shall include seven (7) Base Tasks and two (2) Optional Tasks as identified in the Scope of Work, which is attached hereto as Exhibit "A". The Optional Task will be undertaken upon authorization to proceed by the County.

Consultants Initials

_____ County Initials

Compensation

Consultant shall be paid in accordance with the Fee Schedule, which is attached hereto as Exhibit "B" and incorporated herein by this reference. The cost of the seven (7) Base Tasks and two (2) Optional Tasks is One Hundred Thirty Seven Thousand Six Hundred and Fifty Six Dollars and Sixty Seven Cents (\$137,656.67).

Consultant shall submit an invoice to County no more frequently than each calendar month, and County shall issue payment to Consultant within thirty (30) days of County's receipt of an undisputed invoice. Each invoice must specify the hours worked, services purchased from sub-consultants, or other expenses incurred consistent with the Scope of Work.

Project Schedule.

The Consultant shall complete the project as specifically set forth in the Project Schedule, which is attached hereto as Exhibit "C" and incorporated herein by this reference.

Other Contract Provisions.

All other contract provisions set forth in the September 19, 2018 Professional Services Agreement first referenced above remain unchanged.

[Signatures on next page]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 16 to be executed by and through their respective authorized officers, as of the date first above written.

APPROVED AS TO SCOPE OF WORK:

Director of Public Works

Date: _____

CONTRACTOR:

Stantec Consulting Services Inc.

COUNTY:

County of Plumas, a political subdivision of the State of California

By: _____
Name: Timothy A. Reilly
Title: Principal
Date signed: _____

By: _____
Kevin Goss, Chair
Board of Supervisors
Date signed: _____

By: _____
Name: Wirt Lanning
Title: Principal
Date signed: _____

ATTEST:
By: _____
Nancy DaForno
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

Plumas County Counsel
By:  12/3/19
Deputy County Counsel

Taxpayer ID Number – 11-2167170

Attachments: Exhibits A - Scope of Work, Exhibit B – Fee Schedule & Exhibit C – Project Schedule

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Replacement Project Environmental Services Support
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EXHIBIT A
Scope of Work

Plumas County Department of Public Works (County), under an existing on-call agreement with Stantec Consulting Services Inc. (Stantec), is requesting environmental services support for the Camp Layman Road at Middle Fork Feather River Bridge (#9C-0095) Replacement Project. The project site is located on County Road 515 (Camp Layman Road), south of the community of Sloat; Plumas Eureka State Park is located to the south. This road provides the only vehicular access to 10,000 acres of private and federal forest lands. The project is located entirely within Plumas National Forest lands. The existing structure is a single-lane, four-span wood deck with steel beams bridge that California Department of Transportation (Caltrans) has deemed functionally obsolete. The County proposes to replace or rehabilitate the old bridge depending on the structural integrity of the existing pier abutments. If determined to be structurally sound, the project would be considered a rehabilitation of the existing bridge as opposed to a complete replacement. The proposed new structure will have a minimum clear width of 26 feet and be constructed in two stages. Under Stage 1, the existing piers and abutments will be widened and new steel girders placed to support one half of the new reinforced concrete deck. Traffic will be diverted on to this half-width of the new structure during Stage 2 and new steel girders will be placed on the new piers and abutments for the remaining half of the bridge deck. A temporary access road/river crossing will need to be constructed from the existing west abutment down to the river bed during the summer low flow period; a temporary bridge to span the river will be used. Coordination with the California Public Utilities Commission (CPUC) will be required given the proximity to the Union Pacific Railroad. The County will need to obtain a formal easement from Plumas National Forest for the county road and bridge and a Special Use Permit may be required to accommodate construction activities and staging.

The project is federally funded through the Highway Bridge Program (HBP), which is administered by Caltrans. The technical studies completed under this task order will be reviewed and approved by the County and Caltrans. Based on the findings presented in the signed Preliminary Environmental Studies (PES) form provided by the County, Stantec will complete the following tasks.

Task 1: Prepare Natural Environment Study Report – Minimal Impact

Stantec will prepare a Natural Environment Study – Minimal Impact (NES-MI) report in accordance with the Caltrans Standard Environmental Reference (SER) (Chapter 14) and that utilizes the current Caltrans template (<http://www.dot.ca.gov/ser/forms.htm>). The NES-MI report will characterize biological resources in the biological study area (BSA) (generally corresponds to the area of potential effects [APE]) and vicinity; assess project impacts on biological resources; identify mitigation measures, if necessary; and discuss the status of any required agency consultations. Preparation of the NES-MI report will entail:

- Review existing biological resources information obtained during previous investigations for nearby projects, review the California Natural Diversity Database (CNDDDB) and the California Native Plant Society (CNPS) database for reported occurrences of special-status plant and animal species within the project vicinity



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(approximately 5 miles), and review an official species lists obtained from the U.S. Fish and Wildlife Service (USFWS) and Plumas National Forest (Sensitive Species List);

- coordination with resource agencies, including the California Department of Fish and Wildlife (CDFW), Plumas National Forest, and USFWS, as necessary;
- a reconnaissance-level field investigation, including an assessment of habitat for special-status wildlife, including nesting raptors and roosting bats;
- conduct a single-visit botanical survey or habitat assessment in the spring of 2020 for special-status plant species within the BSA;
- prepare a discussion that includes a comprehensive list of all vascular plant species observed within the BSA and a figure showing location(s) and acreage(s) for any special-status plant occurrence(s);
- noxious and invasive weed species populations will be discussed and evaluated in the NES-MI to comply with Federal Executive Order 13112 (Invasive Species); and
- based on project site plans and wetland impact calculations provided by the County, Stantec will evaluate impacts on jurisdictional waters affected by the project and provide recommendations for avoidance, minimization, and mitigation measures.

Following the completion of the literature review, communications with resource agency staff (if needed), and field surveys, Stantec will prepare an NES-MI report. An internal draft NES-MI will be submitted to the County for review. Once County comments are addressed, Stantec will submit the revised NES-MI report to Caltrans for review/approval. Stantec will address comments provided by Caltrans and submit a final NES-MI report for approval.

Deliverables: Electronic copies (Word, PDF) of the internal draft and revised draft NES-MI report; up to three (3) hard copies and an electronic copy (PDF) of the final NES-MI report

Meeting(s): Not Applicable

Task 2: Conduct Wetland Delineation

Stantec will conduct a delineation of waters of the United States, including identification of the ordinary high water mark of the Middle Fork Feather River, and prepare a report that can be submitted to the U.S. Army Corps of Engineers (Corps) for verification in support of Clean Water Act Section 404 permitting. The delineation will entail a review of aerial imagery, topographic maps, and available wetlands data for the study area; a field survey to delineate the boundaries of waters of the United States using methods prescribed by the Corps; and preparation of a report. For the field survey, Stantec will perform a routine delineation within the study area and acquire coordinates of wetland/other waters boundaries and other relevant features with GPS.

Maps will be prepared, utilizing GIS, on base topographic maps of the study area or aerial imagery provided by the County. The delineation report will contain background information, data sheets, site photographs, and a delineation map (minimum scale of 1"=200').



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A draft delineation report will be submitted to the County for review and approval. The report will be prepared to support either an Approved or Preliminary Jurisdictional Determination (*Note: County and Stantec will discuss best approach once delineation field work has been conducted*). Following incorporation of comments provided by the County, Stantec will submit the delineation report to Caltrans District 2 Local Assistance for review and approval. Following approval by Caltrans, Stantec will submit a final copy (in electronic format) to the County. If requested by the County, Stantec will submit the delineation report to Corps (Sacramento District) for verification. Stantec will be available to attend a field verification visit with the Corps, as directed by the County, and prepare a final, revised wetland delineation map based on any comments provided by the Corps.

Deliverables: Electronic copies (Word, PDF) of internal draft and revised draft wetland delineation report; up to three (3) hard copies and an electronic copy (PDF) of the final wetland delineation report

Meeting(s): Field verification visit with Corps at project site, if requested

Task 3: Habitat Assessment for Sierra Nevada Yellow-legged Frog and Biological Assessment (Optional)

A Sierra Nevada yellow-legged frog habitat assessment that consists of the following elements will be conducted:

- Analysis of all documented Sierra Nevada yellow-legged frog occurrences in the project area based on a review of the CNDD and communications with local resource agencies to determine known occurrences for the species within 5 miles of the BSA;
- Conduct an assessment of potential Sierra Nevada yellow-legged frog habitat within a one-mile radius of the project site (access permitting) and provide a general characterization of upland and aquatic communities within a one-mile radius of the BSA;
- Identify, characterize, map, and photograph potential Sierra Nevada yellow-legged frog habitat areas within the BSA; and
- Summarize the assessment data in a draft report (including maps and figures) and determine if the BSA is located within designated critical habitat for the species. A draft copy will be provided to the County for review and comment, with a final version submitted to Caltrans.

If results of the habitat assessment determine the presence/potential for presence of Sierra Nevada yellow-legged frog within the BSA, Section 7 Endangered Species Act (ESA) consultation will be required and a Biological Assessment (BA) will need to be prepared. Stantec will summarize the assessment data and/or any survey results in a draft BA report (including maps and figures). The BA will be focused to address potential project effects on the federally listed Sierra Nevada yellow-legged frog associated with the proposed project. The BA will include the following sections: summary; introduction; environmental setting; study methods; results; anticipated adverse effects; recommendations for mitigation; and a list of references.

A draft copy of the BA will be provided to the County for review and comment. Following incorporation of comments provided by the County, Stantec will submit the BA to Caltrans for review and submittal and approval. Stantec will address comments provided by Caltrans and submit a final BA to Caltrans for submittal to the USFWS. Caltrans, as designated by the Federal Highway Administration (FHWA), will serve as the federal lead agency for formal Section 7 consultation with the USFWS.



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Deliverables: Electronic copies (Word, PDF) of the draft and revised draft Habitat Assessment and BA documents; Up to five (5) copies and an electronic copy (PDF) of the final Habitat Assessment and BA documents

Meeting(s): Field visit with Caltrans, USFWS, and CDFW at project site, if requested

Task 4: Prepare Archaeological Survey Report/Historic Property Survey Report

The Caltrans programmatic agreement process per the Caltrans/FHWA/SHPO MOU (amended January 2014) will be followed. Stantec will conduct an inventory of cultural resources and prepare an Archaeological Survey Report (ASR) and Historic Property Survey Report (HPSR) in Caltrans format and in compliance with Section 106 of the National Historic Preservation Act (Section 106). Stantec assumes that the County will provide a project description with a description of the vertical and horizontal APE and if available, the depth, quantity, and location of excavation. Stantec assumes that an archaeological survey permit from Plumas National Forest will be required to conduct the field inventory.

Records Search: In accordance with the State Historic Preservation Officer (SHPO), FHWA, and Caltrans guidance, Stantec will conduct a review of archival sources including, but not necessarily restricted to, the following:

- National Register of Historic Places
- California Register of Historical Resources
- California Inventory of Historic Resources
- California Historical Landmarks
- General Land Office plat maps, survey notes, and patents
- USGS Historical Topographic Map Collection
- The Northeast Information Center (NEIC) (California State University, Chico) of the California Historical Resources Information System
- Plumas National Forest

The collection of NEIC and Plumas National Forest data on archaeological surveys, excavations and site records, and mapped historical data for the APE may be supplemented with additional research. In order to provide significant contextual and thematic background information, archival historical research may be conducted at local historical societies and libraries. As part of the archival research, soils surveys and other geological information will be reviewed to determine the age of local landforms and the potential for naturally buried archaeological resources to occur in the APE.

Native American and Stakeholder Consultation: Section 106 requires consultation with parties that might have an interest in or be affected in some way by a proposed federal undertaking. In California, this consultation is typically conducted with Native American groups. However, additional stakeholders such as local historical societies and other cultural organizations may be contacted as well. To satisfy the consultation provisions, Stantec will coordinate with Caltrans and Plumas National Forest regarding contacting the Native American Heritage Commission (NAHC) to request a search of the Sacred Lands File and a list of Native American tribal representatives from the region, including an AB 52-specific list of contacts. As directed by Caltrans, Stantec will contact each individual/group on the NAHC contact list with letters and follow-up phone calls (if necessary) to solicit any information or concerns that they



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might have regarding the proposed project. In addition, Stantec will contact the Plumas County Historical Society for information on the APE and surrounding vicinity and ask if the Society has any concerns regarding the project and cultural resources that might be affected by construction activities.

Field Inventory: Once the APE map is approved by the County and Caltrans, an intensive archaeological inventory will be conducted utilizing pedestrian transects spaced no greater than 15 meters apart over the defined APE. In areas determined to be less sensitive (e.g., steep hillsides), transects may be spaced wider or other suitable survey methods may be employed. The field inventory will identify:

- the presence or absence of cultural resources visible on the ground surface at the project site;
- the present condition of the local environment;
- environmental factors that may have affected use of the areas by prehistoric and historic occupants (e.g., elevation, food or material resources, proximity to water); and
- environmental factors that may have limited the survival or visibility of archaeological remains (e.g., erosion, or modern disturbance).

Any newly identified archaeological sites, including linear features, encountered within the APE will be recorded in a manner consistent with the *Secretary of the Interior's Standards and Guidelines for Identification of Cultural Resources* (48CFR 44720-23). California Department of Parks and Recreation (DPR) Series 523 forms will be prepared, along with appropriate supporting forms (e.g., Archaeological Site Record, Linear Feature record, Site Sketch Map, Location Map). For the purposes of this scope of work, it is assumed that no more than two sites will need to be recorded.

Archaeological Survey Report: Results of the discovery process will be presented in the standard Caltrans Archaeological Survey Report (ASR) format. The ASR will document both positive and negative archaeological survey results (it does not evaluate sites or significance of impacts). The ASR demonstrates that a reasonable effort has been made to identify historic properties, commensurate with the scale and scope of the undertaking. Stantec will provide an administrative draft ASR for review and approval by the County, incorporate revisions, and provide the County with a draft ASR for submittal to Caltrans for review and approval. Stantec will review and respond to Caltrans comments and prepare a final ASR. Stantec assumes the format and content of the ASR will be sufficient to meet the needs of Plumas National Forest and satisfy any use permit requirements.

Historic Property Survey Report: Stantec will prepare a Historic Property Survey Report (HPSR), which summarizes the findings discussed in the ASR. The HPSR is used by Caltrans to document completion of the cultural resource identification phase. Stantec will provide an administrative draft HPSR for County review and approval, incorporate revisions, and provide the County with a draft HPSR for submittal to Caltrans for review and approval. Stantec will review and respond to Caltrans comments and prepare a final HPSR. It is assumed that completion of a National Register eligibility evaluation or preparation of a Finding of Effects document will not be required.

Deliverables: Electronic copy (Word, PDF) of internal draft and revised draft ASR/HPSR; up to three (3) hard copies and an electronic copy (PDF) of the final ASR/HPSR

Meeting(s): Not Applicable



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Task 5: Conduct Initial Site Assessment

Lawrence & Associates (L&A), as a subconsultant to Stantec, will conduct an Initial Site Assessment (ISA). The ISA will be conducted to evaluate the potential for hazardous materials and if hazardous materials are found, the materials will be evaluated for the potential to result in hazardous waste impacts. The ISA will be supplemented by a records review conducted in accordance with ASTM E1527-13, Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment (ESA) Process. The ISA will include (at a minimum):

The Phase I ESA component of the ISA will include reporting the results of the following:

- Review of environmental records from:
 - Environmental databases and
 - State and local agency records;
- Review of historical use of the project site and encroaching parcels, including records, maps, and aerial photographs;
- Site reconnaissance of the project site, observing:
 - Uses,
 - Topography, hydrology, and geology,
 - Presence of hazardous substances and petroleum products, including tanks, odors, discoloration, pools of liquid, drums, and other containers;
- Interviews with owners, occupants, and local government officials; and
- Compilation of all information into reports, including narrative, maps, historical information, proximity to significant contaminated sites, and other findings and conclusions. The ISA for the site will address environmental-related activities documented at adjoining and other vicinity properties.

Site reconnaissance to observe the site and surrounding site conditions to evaluate the potential for hazardous materials in structure construction. This evaluation will include:

- Lead-Based Paint -- Paint on structures may contain lead. Based on the size of the project and construction history, an appropriate quantity of samples may be collected and analyzed using EPA 7000B/3050B for total lead. Specifications for management and removal of structure paint are included in this scope of work and will be prepared if it is determined that lead is present. Standard Special Provisions (SSPs) per Caltrans, to address hazardous waste (CCR Title 22) regulatory requirements, will be required.
- Thermoplastic/Paint Stripe/Pavement Marking -- Thermoplastic paint may contain lead of varying concentrations depending on color, type and year of manufacture; the removal of any stripe/marking, concurrent with the removal of existing AC, will require a lead compliance plan. Standard Special Provisions (SSPs) per Caltrans, to address hazardous waste (CCR Title 22) regulatory requirements, will be required.
- Asbestos Containing Material (ACM) - There is potential that ACM could be present in shims within the guardrail assembly, joint filler material, abutment joints, and/or expansion joints. If there is any disturbance of these



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materials, the County will need to ensure that the removal and management of ACM is performed by a contractor who is a registered Asbestos Contractor with CalOSHA. In addition, recent tests of some bridges during construction have found asbestos in the concrete aggregate of the bridge structure.

Site reconnaissance to observe the site and surrounding site conditions to evaluate the potential for hazardous materials in the project site soils. If the project includes ground disturbance with earthmoving equipment, evaluation of soils at the project site is needed to evaluate lead and perchlorate in soils.

- Lead in Soil - Lead (including aerially deposited lead or ADL) may be present in soils within the project limits. Caltrans SSP 15-027 should be considered and included in the report narrative to require the Contractor to have and implement a lead compliance plan prepared by a Certified Industrial Hygienist (CIH). SSP 15-027 must be used whenever any disturbance of earth material (e.g., soil) that could result in lead exposure will occur, but if the lead concentrations are below hazardous waste thresholds (below 1,000 mg/kg total lead and below 5 mg/l soluble lead) and disposal in a permitted landfill is not required. To use SSP 15-027 there must be knowledge of lead concentrations.
- Perchlorate in Soil - An evaluation regarding perchlorate (from use of flares) will be conducted within the project limits. This evaluation will include a field inspection of the project area, physical collection and analysis of soil samples for perchlorate for projects where soil disturbance by earthwork will occur. Samples will be analyzed using analytical method EPA 314.
- Naturally Occurring Asbestos - Naturally occurring asbestos (NOA) may possibly be present in native rocks and gravels located within the project limits. L&A will examine vicinity geologic maps for the presence of ultramafic rock formation. NOA is more likely to be encountered in, and immediately adjacent to, areas of ultramafic rocks. Samples may be collected and tested if the presence of an NOA is suspected.
- Petroleum in Soil – Petroleum and associated organic compounds may be present in soils within the project limits, particularly within the area encroached by the rail line. Samples may be collected and tested if the presence of petroleum and associated organic compounds are suspected.

Based on the results of the ISA, a preliminary remediation evaluation to address potentially contaminated sites within the project boundary may be prepared and submitted under separate cover. The information to be provided will discuss potential remediation processes, timeline, and remedial action costs of contaminated sites found within the project limits.

L&A will prepare an ISA report for review and approval by the County. A revised report addressing County comments will be submitted to Caltrans for review and approval. A final ISA report that addresses Caltrans' comments will be submitted for final review and approval.

Deliverables: Electronic copy (PDF) of internal draft and revised draft ISA; up to three (3) hard copies and an electronic copy (PDF) of the final ISA

Meeting(s): Not Applicable



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Task 6: Prepare Section 4(f) De Minimis Documentation

Since the project encroaches on public lands associated with the Plumas National Forest, compliance with Section 4(f) is required. It is anticipated that the project may meet the requirements for a Section 4(f) de minimis finding. De minimis impacts on publicly owned parks and recreation areas are defined as those that do not adversely affect the activities, features, or attributes of the 4(f) resource. The official(s) with jurisdiction over the property must provide written concurrence that the project will not adversely affect the activities, features, or attributes that qualify the property for protection under 4(f), and the public must be afforded the opportunity to review and comment on the effects of the project on the identified 4(f) resource(s). The Caltrans District/Region Senior Environmental Planner is authorized to approve de minimis findings.

Stantec will consult with Caltrans to determine the applicability of a de minimis finding. Stantec will draft a letter that summarizes the proposed project, describes the Section 4(f) resources within the study area, explains why the project will not adversely affect these resources, and requests written concurrence from the public land manager (i.e., Plumas National Forest) on the de minimis finding. The draft letter will be sent to the County for review and comment. A revised draft addressing any comments from the County will be submitted to Caltrans for review and approval, with the letter being sent to Plumas National Forest by Caltrans. Stantec will also prepare a public notice for posting at the project site and County office that includes: description of the project, purpose and need, and beneficiaries; project location; name of public agency approving the project; name of public agency implementing the project; governing statute and reason for public notice; and comment submittal period (e.g., 30-day comment period). The results of the Section 4(f) outreach will be summarized in a brief technical memorandum for submittal to the County, along with a summary of conversations and copies of written correspondence with the affected public land manager(s), and any feedback received in response to the public notice. After the County comments are addressed, Stantec will submit a draft technical memorandum for review and approval by Caltrans.

Deliverables: Electronic copy (Word, PDF) of the draft and revised draft letter and Section 4(f) memorandum; up to two (2) hard copies and an electronic copy (PDF) of the final letter and Section 4(f) memorandum

Meeting(s): Not Applicable

Task 7: Prepare Water Quality Technical Memorandum

Stantec will prepare a short water quality technical memorandum that addresses the questions included in the Scoping Questionnaire for Water Quality Issues template provided by Caltrans on their SER website. The memorandum will include project location; project description; physical setting, including geology and soils, surface waters, and groundwater; regulatory setting; project impacts on water quality; mitigation measures; and references.

Stantec will prepare an administrative draft version of the technical memorandum for review by the County. Stantec will revise the memorandum, if needed, and will prepare a revised draft version for submittal to Caltrans. After receiving comments from Caltrans (if any), Stantec will prepare a final version of the technical memorandum for submittal to Caltrans.



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Deliverables: Electronic copy (Word, PDF) of the draft and revised water quality memorandum; up to three (3) hard copies and an electronic copy (PDF) of the final water quality memorandum
Meeting(s): Not Applicable

Task 8: Prepare Regulatory Permit Applications

Stantec will prepare permitting packages for the County's signature and submittal. Based on existing information for the proposed project, Stantec anticipates the following permits will be required:

Section 404 Permit (U.S. Army Corps of Engineers)

Based on the nature of the proposed project and anticipated effects on waters of the United States, the project will likely qualify for coverage under Nationwide Permit #14 for Linear Transportation Projects. Preparation of an Individual Permit application or Letter of Permission is excluded from this scope of work. To obtain coverage under the Nationwide Permit, Stantec will prepare a pre-construction notification (PCN) and provide details on the anticipated project impacts (i.e., placement of fill) on waters of the United States, including wetlands. The County will be responsible for providing Stantec with the project detail necessary to complete the PCN (e.g., area, type, and volume of fill material). If mitigation is required for project impacts, we assume a detailed mitigation plan will not be required and that the County can achieve mitigation via payment through the Corps-approved in-lieu fee program.

Stantec will provide an electronic version of the PCN to the County for review and will address any comments. Once finalized, the County will submit the PCN to the Corps and will be responsible for subsequent coordination.

Section 401 Water Quality Certification (Central Valley Regional Water Quality Control Board)

In compliance with Section 401 of the Clean Water Act, Stantec will prepare an application for water quality certification for the project to the Central Valley Regional Water Quality Control Board (RWQCB). A copy of the PCN may be attached to the application. The County will be responsible for providing Stantec with the project detail necessary to complete the application (e.g., Appendix C storm water calculator, area, type, and volume of fill material), if applicable. The County will be responsible for submitting the application to the RWQCB and payment of the application fee (made payable to the State Water Resources Control Board).

Section 1602 Streambed Alteration Agreement (California Department of Fish and Wildlife)

In compliance with Section 1602 of the California Fish and Game Code, Stantec will prepare a Notification of Streambed Alteration on behalf of the County for submittal to the CDFW. The County will be responsible for submitting the notification to the CDFW and payment of the notification fee. The County will be responsible for providing Stantec with the project detail necessary to complete the notification (e.g., area, type, and volume of fill material; area of vegetation removal).

Deliverables: Electronic copy (Word, PDF) of the draft versions for each permit application identified above; Electronic copies (PDF) of the final versions of each permit application identified above.

Meeting(s): Not applicable



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Support

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Task 9: Prepare CEQA/NEPA Documentation (OPTIONAL)

Based on the assumption that there are no significant, unmitigable environmental impacts or significant public controversy associated with the project, CEQA documentation will be an Initial Study (IS), and NEPA documentation will be a Categorical Exclusion (CE) supported by technical studies. CEQA approval will be in the form of a mitigated negative declaration (MND), with mitigation based on the IS and technical studies identified under Tasks 1 through 4. NEPA approval will be in the form of a CE supported by technical studies.

Prepare Administrative Draft Initial Study: Stantec will prepare an Administrative Draft IS/MND using the environmental checklist form included as Appendix G of the CEQA guidelines (or another format preferred by the County). The document will be prepared in a narrative format that describes the environmental setting for the study area, summarizes the results of the technical studies (e.g., ASR/HPSR, NES-MI, wetland delineation, ISA), identifies potential impacts resulting from the proposed project, and recommends mitigation measures (as appropriate). Each issue area covered in the environmental checklist (Appendix G) will be evaluated at a suitable level of detail to address the potential impacts of the proposed project. The IS will only analyze the preferred project alternative at a full level of detail. An administrative draft IS will be submitted to the County for review.

Prepare Draft Initial Study and Notice of Intent to Adopt a Mitigated Negative Declaration: After the County completes their review of the administrative draft IS, Stantec will address comments and prepare a public draft IS. Stantec will also prepare a Notice of Intent to Adopt a Mitigated Negative Declaration (NOI). Stantec will bind this document together with the public draft IS. A screen-check copy of the IS/MND and NOI will be submitted to the County for approval prior to distribution to the public. In addition, Stantec will complete the Notice of Completion (NOC) form on behalf of the County and submit to the State Clearinghouse along with 15 copies of the IS/MND. Stantec recommends that the County provide a 30-day public comment period.

Prepare Final Initial Study/Mitigated Negative Declaration: After the close of the public comment period and assuming comments warranting substantial revision or recirculation of the IS are not received, Stantec will review the public and agency comments with the County, compile and number all substantive comments, and provide written responses for each comment provided. Note: the level of effort to respond to comments assumes up to 16 hours of technical staff time. Stantec will provide the County with a draft set of responses to comments for review and approval. The draft IS/MND will become the final IS/MND and the final written responses to comments will be included as an appendix.

Prepare Mitigation Monitoring and Reporting Plan: Stantec will prepare a Mitigation Monitoring and Reporting Plan (MMRP) that summarizes all of the project mitigation measures, the responsible parties for implementing each measure, and the timing for each measure. The MMRP will be an appendix to the final document.

Coordinate Final CEQA and NEPA Approval: Stantec will coordinate the final stages of the CEQA process with the County. CEQA approval, via adoption of a Mitigated Negative Declaration, would be obtained at a County Board of Supervisors' meeting. Stantec will prepare the Notice of Determination. It is assumed that Stantec's attendance at the Board of Supervisors' meeting will not be required. Stantec will also complete the Categorical Exclusion Determination Form, including a summary of environmental commitments (ECR), and submit to Caltrans for approval of the NEPA CE.



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 16: Camp Layman Road at Middle Fork Feather River Bridge Replacement Project – Environmental Services

Support

September 25, 2019

Deliverables: Electronic copy (Word, PDF) of the administrative draft IS/MND, public draft IS/MND, NOI, MMRP, and NOC; Up to thirty (30) bound copies of public draft IS/MND, NOI, and MMRP; up to fifteen (15) bound copies of final IS/MND (responses to comments) and MMRP; NOD and ECR in electronic form (PDF)

Meeting(s): Not applicable



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 16: Camp Layman Road at Middle Fork Feather River Bridge Replacement Project – Environmental Services Support
September 25, 2019

EXHIBIT B
Fee Schedule

The estimated cost for the Scope of Work, as outlined in Exhibit A, shall be completed on a time-and-materials basis, and shall not exceed One Hundred Thirty Seven Thousand Six Hundred and Fifty Six Dollars and Sixty Seven Cents (\$137,656.67). Estimated cost by task is summarized below:

Base Tasks	Estimated Cost
Task 1: Prepare Natural Environment Study Report – Minimal Impact	\$14,445.09
Task 2: Conduct Wetland Delineation	\$10,552.65
Task 4: Prepare Archaeological Survey Report/Historic Property Survey Report	\$22,811.71
Task 5: Conduct Initial Site Assessment	\$11,876.02
Task 6: Prepare Section 4(f) De Minimis Documentation	\$10,685.91
Task 7: Prepare Water Quality Technical Memorandum	\$6,538.73
Task 8: Prepare Regulatory Permit Applications	\$15,682.24
Optional Tasks	Estimated Cost
Task 3: Habitat Assessment for Sierra Nevada Yellow-Legged Frog and Biological Assessment	\$22,595.78
Task 9: Prepare CEQA/NEPA Documentation	\$22,468.54



PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

Task Order 16: Camp Layman Road at Middle Fork Feather River Bridge Replacement Project – Environmental Services Support
September 25, 2019

EXHIBIT C
Project Schedule

Stantec will initiate work on the tasks identified in this scope of work following notice-to-proceed and receipt of a stable project description. Field work will be dependent on weather and site conditions. We assume approximately two weeks to respond to County comments and 2–4 weeks to respond to Caltrans comments; Caltrans' review periods is estimated to range from 20–60 days depending on staff commitments. Provided below is a tentative completion schedule to complete the initial draft documents.

Base Tasks	Duration to Complete Draft
Task 1: Prepare Natural Environment Study Report – Minimal Impact	10 weeks
Task 2: Conduct Wetland Delineation	8 weeks
Task 4: Prepare Archaeological Survey Report/Historic Property Survey Report	12 weeks
Task 5: Conduct Initial Site Assessment	8 weeks
Task 6: Prepare Section 4(f) De Minimis Documentation	10 weeks
Task 7: Prepare Water Quality Technical Memorandum	8 weeks
Task 8: Prepare Regulatory Permit Applications	4 weeks following completion of CEQA documentation
Optional Tasks	Duration to Complete Draft
Task 3: Habitat Assessment for Sierra Nevada Yellow-Legged Frog and Biological Assessment	22 weeks (including 12 weeks for Section 7 ESA consultation)
Task 9: Prepare CEQA/NEPA Documents	12 weeks following completion of technical studies



DEPARTMENT OF HUMAN RESOURCES

520 Main Street, Room 115, Quincy, California 95971
(530) 283-6444 FAX (530) 283-6160
Email: nancyselvage@countyofplumas.com

1c



DATE: December 2, 2019

TO: The Honorable Board of Supervisors

FROM: Nancy Selvage, Human Resources Director

SUBJECT: AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF DECEMBER 17, 2019
RE: APPROVE RESOLUTION ADOPTING THE JOB CLASSIFICATION PLAN AFFECTED BY SCHEDULE FOR CALIFORNIA MINIMUM WAGE RATE FOR 2017-2023
EFFECTIVE JANUARY 1, 2020

IT IS RECOMMENDED THAT THE BOARD:

Approve Resolution to amend job classification wage ranges affected by the increase in minimum wage based on the Schedule for California Wage Rate 2017-2023. The minimum wage for 2020 is set at \$13.00 per hour and will increase for the next two (2) years an additional dollar per year. The minimum wage increase will cap in 2022 at \$15.00 per hour.

BACKGROUND AND DISCUSSIONS

Although there are some exceptions, almost all employees in California must be paid the minimum wage as required by state law. Effective January 1, 2017, the minimum wage for all industries increased to \$10.50 per hour. Although we have increased wage rates over the past three years with cost of living increases, we currently have job classifications that fall below the minimum wage threshold of \$13.00 per hour.

From January 1, 2017, to January 1, 2022, the minimum wage will increase for employers employing 26 or more employees. This increase was delayed one year for employers employing 25 or fewer employees, from January 1, 2018, to January 1, 2023. The scheduled increases may be temporarily suspended by the Governor, based on certain determinations. There are no temporary changes at this time. The increases to the minimum wages are required by California law that governs the minimum wage rates.

The minimum wage shall be adjusted on a yearly basis through 2023 according to the pre-set schedule as shown in the table.

Schedule for California Minimum Wage rate 2017-2023

Date	Minimum Wage for Employers with 25 Employees or Less	<i>Minimum Wage for Employers with 26 Employees or More</i>
January 1, 2017	\$10.00/hour	<i>\$10.50/hour</i>
January 1, 2018	\$10.50/hour	<i>\$11.00/hour</i>
January 1, 2019	\$11.00/hour	<i>\$12.00/hour</i>
January 1, 2020	\$12.00/hour	<i>\$13.00/hour</i>
January 1, 2021	\$13.00/hour	<i>\$14.00/hour</i>
January 1, 2022	\$14.00/hour	<i>\$15.00/hour</i>
January 1, 2023	\$15.00/hour	

Most employers in California are subject to both the federal and state minimum wage laws. Also, local entities (cities and counties) are allowed to enact minimum wage rates and several cities have recently adopted ordinances which establish a higher minimum wage rate for employees working within their local jurisdiction. The effect of this multiple coverage by different government sources is that when there are conflicting requirements in the laws, the employer must follow the stricter standard; that is, the one that is the most beneficial to the employee. Thus, since California's current law requires a higher minimum wage rate than does the federal law, all employers in California who are subject to both laws must pay the state minimum wage rate unless their employees are exempt under California law.

The attached list of Job Classifications indicate eighteen (18) job classifications affected by the new 2020 minimum wage of \$13.00 an hour. This new increase also affects those positions that are considered a progressive series of classifications. Keeping the wage ranges consistent with five percent (5%) step increases for specific classification series.

I have compiled a list of job classifications affected in the next two (2) years according to the Schedule for California Minimum Wage Rate 2017 – 2023, as outlined in Exhibit A. The minimum wage increases will affect three departments' personnel budgets. By increasing the base wages due to minimum wage adjustments, some employees will receive wage increases. Exhibit B outlines those wage increases for the various positions in each department. I recommend that the Board adopt the attached Resolution with an effective date of January 1, 2019.

**RESOLUTION ADOPTING JOB CLASSIFICATION PLAN AFFECTED BY
CALIFORNIA MINIMUM WAGE RATE SCHEDULE 2017-2023**

WHEREAS, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the Fiscal Year 2019/2020 Job Classification Plan covering all positions in the County service; and

WHEREAS, these positions are necessary in the daily operational needs of the various County Departments; and

WHEREAS, this needed update was recognized by the Human Resources Director who is now requesting approval of this resolution to amend the 2019-2020 job classification wage rates; and

WHEREAS, the effective date of these Resolution will be effective January 1, 2019 in accordance with Schedule for California Minimum Wage Rate 2019-2020; and

NOW, THEREFORE BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

Approve the Job Classification Plan specifically the base wage increases for the following positions due to the Schedule for California Minimum Wage Rate 2020 increase:

Job Classifications	Unit	Previous Rate	New 2020 Rate
Assistant Cook	GEN	\$12.00	\$13.00
Branch Library Assistant I	GEN	\$12.24	\$13.00
Branch Library Assistant II	GEN	\$13.23	\$14.33
Custodian	GEN	\$12.00	\$13.00
Fiscal & Technical			
Services Assistant I	GEN	\$12.24	\$13.00
Head Cook	GEN	\$12.83	\$13.00
Engineering Aide	GEN	\$12.24	\$13.00
Health Aide I	GEN	\$12.24	\$13.00
Health Aide II	GEN	\$12.60	\$13.65
Library Aide	GEN	\$12.24	\$13.00
Library Literacy Clerk	GEN	\$12.21	\$13.00
Library Literacy			
Program Assistant I	GEN	\$12.24	\$13.00
Library Literacy			
Program Assistant II	GEN	\$13.23	\$13.65
Office Assistant I	PROB	\$12.24	\$13.00
Office Assistant II	PROB	\$12.82	\$13.65
Office Assistant III	PROB	\$13.50	\$15.05
Prevention Aide	GEN	\$12.24	\$13.00

Secretary	GEN	\$12.54	\$13.00
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The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board on the 17th day of December, 2019 by the following vote:

AYES: Supervisors:

NOES: Supervisors:

ABSENT: Supervisors:

Chair, Board of Supervisors

Clerk, Board of Supervisors

Exhibit A

Updated 12/02/2019

Minimum Wage Forecast

		\$ 11.00	\$ 12.00	\$ 13.00	\$ 14.00	\$ 15.00
		2018	2019	2020	2021	2022
Job Classifications	Unit	Rate		Proposed	Proposed	Proposed
Assistant Cook	GEN	\$ 11.00	\$ 12.00	\$ 13.00		*
Auditor Accounting Tech	GEN	\$ 12.90	\$ 13.16	\$ 13.16		
Auditor Account Clerk I	GEN	\$ 13.95	\$ 14.23	\$ 14.23		*
Auditor Account Clerk II	GEN	\$ 15.40	\$ 15.71	\$ 15.71		*
Branch Library Assistant I	GEN	\$ 11.99	\$ 12.24	\$ 13.00		
Branch Library Assistant II	GEN	\$ 13.08	\$ 13.23	\$ 14.33		
Custodian	GEN	\$ 11.98	\$ 12.00	\$ 13.00		
BH Administrative Assist I	GEN	\$ 13.55	\$ 13.82	\$ 13.82		*
BH Administrative Assist II	GEN	\$ 14.94	\$ 15.24	\$ 15.24		
Bldg & Grounds Maintenance Worker I	GEN	\$ 13.22	\$ 13.48	\$ 13.48		*
Bldg & Grounds Maintenance Worker II	GEN	\$ 14.58	\$ 14.87	\$ 14.87		*
Bldg & Grounds Maintenance Worker III	GEN	\$ 16.07	\$ 16.39	\$ 16.39		*
Child Support Assistant	GEN	\$ 12.90	\$ 13.16	\$ 13.16		
Child Support Specialist I	GEN	\$ 13.55	\$ 13.82	\$ 13.82		*
Child Support Specialist II	GEN	\$ 14.94	\$ 15.24	\$ 15.24		*
Child Support Specialist III	GEN	\$ 16.47	\$ 16.80	\$ 16.80		*
Deputy Clerk Recorder I	GEN	\$ 12.90	\$ 13.16	\$ 13.16		
Deputy Clerk Recorder II	GEN	\$ 14.22	\$ 14.50	\$ 14.50		
Driver I	GEN	\$ 13.22	\$ 13.48	\$ 13.48		*
Driver II	GEN	\$ 13.89	\$ 14.17	\$ 14.17		*
Driver III	GEN	\$ 14.58	\$ 14.87	\$ 14.87		*
Election Services Assistant I	GEN	\$ 12.90	\$ 13.16	\$ 13.16		
Election Services Assistant II	GEN	\$ 14.23	\$ 14.51	\$ 14.51		
Engineering Aide	GEN	\$ 11.00	\$ 12.24	\$ 13.00		*
Eligibility Specialist I	GEN	\$ 14.38	\$ 14.67	\$ 14.67		*
Eligibility Specialist II	GEN	\$ 15.81	\$ 16.13	\$ 16.13		*
Eligibility Specialist III	GEN	\$ 17.64	\$ 17.99	\$ 17.99		*
Fiscal & Technical Services Assistant I	GEN	\$ 11.69	\$ 12.24	\$ 13.00		
Fiscal & Technical Services Assistant II	GEN	\$ 12.90	\$ 13.81	\$ 13.81		
Fiscal & Technical Services Assistant III	GEN	\$ 14.22	\$ 15.23	\$ 15.23		
Grant Compliance Assistant	GEN	\$ 14.22				*

Exhibit A

Updated 12/02/2019

Minimum Wage Forecast

			\$ 12.00	\$ 13.00	\$ 14.00	\$ 15.00	
Job Classifications	Unit	Rate	2018	2019	2020	2021	2022
Head Cook	GEN	\$11.55	\$12.85	\$ 13.00			
Health Aide I	GEN	\$11.00	\$12.24	\$ 13.00			
Health Aide II	GEN	\$11.55	\$12.60	\$ 13.65			
Legal Services Assistant I	GEN	\$ 12.90	\$ 13.16	\$ 13.16			
Legal Services Assistant II	GEN	\$ 14.22	\$ 14.50	\$ 14.50			
Legal Services Assistant I	PROB	\$ 12.70	\$ 13.16	\$ 13.16			
Legal Services Assistant II	PROB	\$ 14.00	\$ 14.50	\$ 14.50			
Library Aide	GEN	\$11.00	\$12.24	\$ 13.00			
Library Literacy Clerk	GEN	\$11.00	\$12.24	\$ 13.00			
Library Literacy Program Assistant I	GEN	\$ 11.98	\$12.24	\$ 13.00			
Library Literacy Program Assistant II	GEN	\$ 13.22	\$13.23	\$ 13.65			
Library Technician	GEN	\$ 11.99	\$13.23	\$ 13.23			
Library Literacy Program Coordinator	GEN	\$ 14.94	\$ 15.24	\$ 15.24			
Museum Registrar	GEN	\$ 14.22	\$ 14.50	\$ 14.50		*	
Office Assistant I	PROB	\$ 12.24	\$ 12.24	\$ 13.00			
Office Assistant II	PROB	\$ 12.85	\$ 12.85	\$ 13.65			
Office Assistant III	PROB	\$ 13.50	\$ 13.50	\$ 15.05			
Probation Assistant	PROB	\$ 14.70	\$ 14.99	\$ 14.99		*	
Prevention Aid	GEN	\$ 12.21	\$ 12.24	\$ 13.00			
Property Tax Technician	GEN	\$ 12.90	\$ 13.16	\$ 13.16			
Property Tax Specialist I	GEN	\$ 13.95	\$ 14.23	\$ 14.23			
Property Tax Specialist II	GEN	\$ 15.40	\$ 15.71	\$ 15.71			
Public Works Maintenance Worker I	C&T	\$ 13.22	\$ 13.48	\$ 13.48		*	
Public Works Maintenance Worker II	C&T	\$ 14.58	\$ 14.87	\$ 14.87		*	
Public Works Maintenance Worker III			\$ 16.39	\$ 16.39			
Records Management Tech I	GEN	\$ 12.90	\$ 13.16	\$ 13.16			
Records Management Tech II	GEN	\$ 14.22	\$ 14.50	\$ 14.50			
Recording Secretary	GEN	\$ 14.94	\$ 15.24	\$ 15.24			
Secretary	GEN	\$ 12.29	\$ 12.54	\$ 13.00			
Site Manager	GEN	\$ 12.58	\$ 13.49	\$ 13.49			
Social Worker Aide	GEN	\$ 14.22	\$ 15.71	\$ 15.71			

Exhibit A

Updated 12/02/2019

Minimum Wage Forecast

			\$ 12.00	\$ 13.00	\$ 14.00	\$ 15.00	
Job Classifications	Unit	Rate		2019	2020	2021	2022
Treasurer Tax Specialist I	GEN	\$ 13.95	\$ 14.23	\$ 14.23			
Treasurer Tax Specialist II	GEN	\$ 15.40	\$ 15.71	\$ 15.71			
Treasurer Tax Technician	GEN	\$ 14.84	\$ 15.14	\$ 15.14			
Veterans Service Representative I	GEN	\$ 14.94	\$ 15.24	\$ 15.24			
Veterans Service Representative II	GEN	\$ 16.47	\$ 16.80	\$ 16.80			
Victim Witness Advocate	GEN	\$ 14.93	\$ 15.23	\$ 15.23			

2

WALKER RANCH COMMUNITY SERVICES DISTRICT
C/O PLUMAS COUNTY ENGINEERING DEPARTMENT
555 WEST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268 • FAX (530) 283-6135
Robert A. Perreault, Jr., P.E. *County Engineer and Manager, WRCSD*

AGENDA REQUEST

for the December 17, 2019 meeting of the Plumas County Board of Supervisors

Date: December 9, 2019

To: Honorable Governing Board

From: Robert Perreault, Manager, WRCSD

Subject: Authorize the WRCSD Manager to Reimburse Water and Sewer Fees for APN 103-500-033, in the Amount of \$531.59, located at 191 Terranova Drive within the Walker Ranch CSD; discussion and consider authorization.



BACKGROUND:

Historically, the typical procedure for water service activation within the WRCSD starts with the property owner paying the \$3,000 connection fee. Part of this connection fee entitles the property owner to connect to the WRCSD water and sewer system. However, payment of the connection fee does not initiate the service fee for water and sewer until those connections are completed.

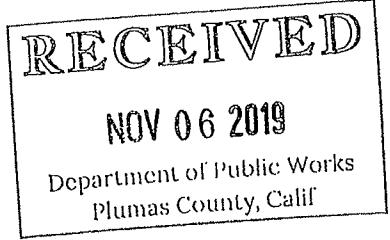
A property owner at 191 Terranova Drive, within the WRCSD paid the connection fee in September 2017, but no construction has started and no connections to the water and sewer have been made. This has been confirmed with the WRCSD operator that no service connections have been completed for this property.

The property owners, Mr. Tim Bohl and Mrs. Wendy Bohl, were invoiced for water and sewer service in error beginning September 2018 and continued paying the invoices through September 2019. In October, the property owners questioned the invoice and WRCSD staff directed accounting consultant, Bequette and Kimmel, to stop invoicing this property for water and sewer. A letter was received from the Bohl's November 6, 2019 requesting a refund of the amount paid to date of \$531.59.

RECOMMENDATION:

The Manager of the Walker Ranch Community Services District respectfully recommends that the WRCSD Governing Board authorize the WRCSD Manager to reimburse the property owner \$531.59 for the water and sewer fees billed and collected in error.

Attachment: Property owner request for refund of water and sewer fee



Tim & Wendy Bohl
P.O. Box 1554
Chester, Ca. 96020
(530) 258-7848
twbohl@frontiernet.net
11/04/2019

Robert Perreault
WRCSD Manager
1834 E. Main Street
Quincy, Ca.
95971

Dear Robert Perreault:

This letter is to request a refund in the amount of \$531.59 for the payment on a water meter that was never set at 191 Terranova Dr. in Bailey Creek Lake Almanor. We were under the impression that the meter was set since we were getting bills, we went to go check it out and there has been no meter ever set. We have decided not to build at the moment so we don't need the meter at this time.

Sincerely,

Tim & Wendy Bohl

Wendy Bohl
Tim Bohl



BOARD OF SUPERVISORS STAFF REPORT

TO: Honorable Board of Supervisors

FROM: Tracey Ferguson, AICP, Planning Director *T.F.*

MEETING DATE: December 17, 2019

SUBJECT: CAL FIRE Climate Investment Fire Prevention Grants Program—Planning Department, Planning Grant Application

STAFF RECOMMENDATION:

1. Adopt RESOLUTION authorizing the filing of a fire prevention planning grant application for the California Climate Investment Fire Prevention Grants Program

BACKGROUND:

The California Department of Forestry and Fire Protection's (CAL FIRE) Fire Prevention Grants Program provides funding for local projects and activities that address the risk of wildfire and reduce wildfire potential to forested and forest adjacent communities. Funded activities include hazardous fuel reduction, fire prevention planning, and fire prevention education with an emphasis on improving public health and safety while reducing greenhouse gas emissions. Projects are ranked based on the overall benefit to reduce the threat of wildfires to the greatest number of people, habitable structures, address State Responsibility Areas (SRAs), and Very High Fire Hazard Severity Zones (VHFHSZs).

The Planning Department has prepared a competitive Fire Prevention Grants Program application for the activity type "fire prevention planning." The proposed project is an update to the Plumas County General Plan Public Health & Safety Element including amending the goals, policies, and implementation measures to address state law requirements. For example, the Element will be reviewed and updated, as necessary, to include the following:

- Fire hazard severity zone maps
- Historical data on wildfires
- Information about wildfire hazard areas
- General location and distribution of existing and planned uses of land in VHFHSZs and SRAs
- Local, state, and federal agencies with responsibility for fire protection, including special districts and office of emergency services

The County's Public Health and Safety Element establishes policies to protect life and property from the unreasonable risks associated with hazards such as wildfires, thereby reducing the risk of death, injury, damage, and dislocation that is often times related to wildfire hazards. This fire prevention planning grant proposal would help to reduce the potential risk of wildfire in the unincorporated areas of the County through addressing requirements that look at the risk of fire for land classified as SRAs and within VHFHSZs and particularly in the wildland-urban interface (WUI). Additionally, General Plan policies support the reduction of GHG emissions and recognize the role Plumas County's extensive forests play in combating climatic changes by sequestering carbon.

Applications will be reviewed by CAL FIRE and involve the following three levels, where emphasis at each level will be placed on projects and activities that address risk and potential impact of wildfire to communities and forested landscapes:

1. Local – CAL FIRE Unit (Lassen-Modoc Unit)
2. Regional – CAL FIRE Northern Regional Office
3. Statewide – Statewide Review Team

The Planning Department is seeking \$60,000 to update the Plumas County General Plan Public Health & Safety Element with the maximum allowable administrative fee of 12% for a total grant application budget of \$67,200.

The resolution is part of the California Climate Investment Fire Prevention Grants Program application package that will be submitted to CAL FIRE. If awarded, the grant would provide financial assistance to hire a professional consultant to update the Element.

Grant awards are expected to be announced by March 2020. Agreements must be executed under this grant opportunity by August 31, 2020. Grant funds must be expended prior to March 15, 2024.

ATTACHMENT:

1. RESOLUTION OF THE BOARD OF SUPERVISORS

RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF PLUMAS, STATE OF CALIFORNIA

Resolution Number: _____

WHEREAS, the Governor of the State of California in cooperation with the California State Legislature has enacted State of California **Climate Investment**, which provides funds to the State of California and its political subdivision for **fire prevention programs**; and

WHEREAS, the State Department of Forestry and Fire Protection (CAL FIRE) has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing application by local agencies, non-profit organizations, and others under the program; and

WHEREAS, the applicant will enter into an agreement with the State of California to carry out the Plumas County General Plan Public Health & Safety Element Update project;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors:

1. Approved the filing of an application for “**California Climate Investment Fire Prevention Grants Program**,” and
2. Certifies that said applicant has or will have sufficient funds to operate and maintain the project; and
3. Certifies that funds under the jurisdiction of the County of Plumas are available to begin the project; and
4. Certifies that said applicant will expend grant funds prior to March 15, 2024; and
5. Appoints Planning Director or a designee, to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the aforementioned project.

The foregoing resolution was approved and adopted the _____ day of _____, 20____ by the following vote:

AYES:

NOES:

ABSENTS:

Kevin Goss, Chair
Plumas County Board of Supervisors

ATTEST:

I _____, Clerk of the Board of Supervisors, witness on the _____ day of _____, 20____.

Nancy DaForno, Clerk of said Board of Supervisors



Plumas County Environmental Health

4E

270 County Hospital Road, Ste. 127, Quincy CA 95971

Phone: (530) 283-6355 ~ Fax: (530) 283-6241

Date: December 2, 2019

To: Honorable Board of Supervisors

From: Jerry Sipe

Agenda: Consent Agenda Item for December 17, 2019

Recommendation: Appoint Members to the Independent Hearing Panel for Local Solid Waste Enforcement.

Background and Discussion: As part of the state-approved local solid waste enforcement program, the Plumas County Board of Supervisors has established a three member hearing panel for the local solid waste enforcement program. This Board-appointed hearing panel must be in place to hear appeals of the Local Solid Waste Enforcement Agency (LEA) permitting and enforcement actions, or it may be triggered by a member of the public who contends that the LEA is not providing adequate enforcement of solid waste laws or regulations. Appointments are for four (4) year terms. It should be noted that this panel has never been utilized since its inception in 1992.

The three member panel consists of a member of the Board of Supervisors, a member with solid waste expertise, and a member of the public. The recommended hearing panel appointees are:

- Board of Supervisor Representative – Supervisor Kevin Goss
- Technical Expert – Jim Perez, retired Environmental Health Specialist
- Public Representative – Terry Swofford, Retired County Supervisor

If you have any questions or need any additional information, please do not hesitate to contact me at 283-6367.

Thank You.